

LISBON REGIONAL SCHOOL DISTRICT
PROFESSIONAL NEGOTIATED AGREEMENT

Lisbon Regional School Board
and
Lisbon Teachers Association

for

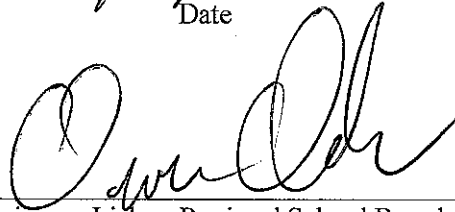
School Years 2020-2025

APPROVED
June 10, 2020



President, Lisbon Teachers' Association

6/27/20
Date



Chairman, Lisbon Regional School Board

6/23/20
Date

TABLE OF CONTENTS

ARTICLE I	PARTIES TO AGREEMENT	1
ARTICLE II	NEGOTIATIONS PROCEDURES	1
ARTICLE III	GRIEVANCE PROCEDURE.....	2
ARTICLE IV	VOLUNTARY DUES DEDUCTIONS	2
ARTICLE V	LEAVE POLICY	
	Sick Leave.....	3
	Sick Leave Pool	3
	Childbearing Leave.....	4
	Childrearing Leave	5
	Personal Leave.....	5
	Professional Leave.....	5
	Jury Duty.....	5
	Bereavement Leave	6
	Military Leave.....	6
	Sabbatical Leave.....	6
	Association Business	6
	Loss Time.....	6
ARTICLE VI	COURSE REIMBURSEMENT	7
ARTICLE VII	CO-CURRICULAR ACTIVITIES.....	8
ARTICLE VIII	INSURANCES	
	Medical Insurance.....	8
	Health Insurance Buyout.....	9
	Life Insurance	9
	Dental.....	9
ARTICLE IX	FRINGE BENEFIT QUALIFICATIONS	10
ARTICLE X	COMPLETION OF SERVICE.....	10
ARTICLE XI	RETIREMENT BENEFITS.....	10
ARTICLE XII	FAIR TREATMENT.....	11
ARTICLE XIII	RESIGNATION.....	11
ARTICLE XIV	CONTRACT DAYS.....	12
ARTICLE XV	PART-TIME TEACHERS AND FULL-TIME PLUS TEACHERS	12
ARTICLE XVI	COVERAGE PER ORDER OF THE ADMINISTRATION	12
ARTICLE XVII	TUITION OF DEPENDENT CHILDREN.....	13
ARTICLE XVIII	CERTIFICATION.....	13
ARTICLE XIX	EVALUATION	13
ARTICLE XX	SAVINGS CLAUSE	13
ARTICLE XXI	EFFECTIVE DATES	13
	LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE (2020-2021).....	14
	LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE (2021-2022).....	15
	LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE (2022-2023).....	16
	LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE (2023-2024).....	17
	LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE (2024-2025).....	18
APPENDIX I	CO-CURRICULAR POINT SCHEDULE.....	19
APPENDIX II	STUDENT TUITION FREE AGREEMENT	20
APPENDIX III	UNION DUES PAYROLL DEDUCTION FORM.....	21

ARTICLE I
PARTIES TO AGREEMENT

- A. Recognition. The School Board recognizes the Lisbon Teachers' Association NEA-New Hampshire as representatives of all certified professional personnel as certified by the Public Employee Labor Relations Board.
- B. Rights Clause. This recognition shall not preclude any employee, on an individual basis, from consulting, communicating, or otherwise dealing directly with the School Board on his or her own behalf. Further, this recognition shall not preclude the School Board from communicating with, consulting, or dealing with any individual teacher on matters it deems desirable, provided it does not violate RSA 273-A.
- C. As a professional courtesy, the Board agrees that the Association may utilize established procedures to distribute information concerning the Association and its members via the school mailboxes, mailroom bulletin board, and school e-mail provided this does not impede the distribution of administrative information.
- D. The Association and its representatives and the NEA-NH representative may use the school building to conduct Association business provided that it does not interfere with or interrupt school operation.
- E. Final Authority. It is recognized that the School Board has final authority on all issues within its jurisdiction, and nothing in this document should be interpreted as in any way limiting that authority.

ARTICLE II
NEGOTIATIONS PROCEDURES

- A. Initiation. Either the Association or the School Board, if desiring to bargain, shall serve written notice of its intention in accordance with RSA 273-A:3 II (a).
- B. Meetings. Meetings shall be arranged by the Chairmen of the respective negotiations committees for mutually agreeable times and places. Appropriate ground rules may be agreed upon at the initial meeting for all subsequent meetings.
- C. Good Faith. To reach agreement, the parties hereby agree to bargain in good faith in accordance with the terms of RSA 273-A:3,I.
- D. Information. The Association shall have access to all relevant information publicly available under Federal and State freedom of information statutes. Requests for such information shall be made to the Superintendent of Schools, and the Association shall be responsible for obtaining, verifying, evaluating, and when necessary, paying for the cost of duplication and the clerical cost as necessary for providing this information.
- E. Agreement. Agreement on any item or proposal shall be tentative and not binding on either party until all matters to be considered for a given contract period have been agreed to, reduced to writing, and ratified by majority vote by the full membership of the Association and School Board. Rejection of any item or proposal by either body shall be cause for reopening of negotiations.
- F. Ratification. Any negotiated items involving expenditure of District funds shall be subject to raising and appropriation of sufficient funds by the voters of the District. Upon full ratification by the parties and the voters, this agreement shall be signed by the Chairman of the School Board and President of the Lisbon Teacher's Association.

ARTICLE III
GRIEVANCE PROCEDURE

- A. Whenever a claim is made by a teacher or the professional association that there has been a violation or inequitable application of any of the provisions of this Agreement the claimant will first discuss the matter with the immediate supervisor, with the objective of resolving the matter informally. If the claim is not resolved, or no decision is forthcoming from the supervisor within five (5) school days, the claimant must reduce the claim to writing and file it with the Building Principal and the Association within fifteen (15) school days of its first discussion above; otherwise the claim will be considered dropped.
- B. The Principal will meet with the claimant, accompanied if desired by an Association representative of his/her choice within five (5) school days of receiving the written claim to resolve it. The claimant must notify the Administration in writing if he or she is to be represented. If the claim continues unresolved, or if no written decision is forthcoming from the Principal within ten (10) school days after discussion, the claimant may request, directly or through his/her designated Association representative, that the claim be submitted to the Superintendent of Schools within fifteen (15) school days after discussion; otherwise, the claim will be considered dropped.
- C. The Superintendent will meet with the claimant in a further effort to resolve the claim within ten (10) school days of receiving claim. If the claim continues unresolved or if no written decision is forthcoming from the Superintendent within ten (10) school days after discussion, the claimant may request within thirty (30) days after the discussion that the claim be brought before the School Board; otherwise it will be considered dropped.
- D. The School Board will meet, within fifteen (15) days or the next regular School Board Meeting, whichever is later, of the receipt of the unresolved claim, with all parties involved and with any witnesses deemed helpful by the School Board. The School Board will render its decision within ten (10) school days of conclusion of discussion of the claim.
- E. If the Grievance is not resolved at the School Board level, only the Association may take the grievance to arbitration. The arbitrator will be chosen under the rules of the American Arbitration Association or under the provisions of the New Hampshire PERLB. The decision of the arbitrator shall be final and binding.
 1. The arbitrator is limited in his/her authority to interpreting the contract and the resolution of the issue submitted by the parties and has no authority to alter, change, or modify any provisions of the agreement.
 2. The arbitrator's fees and reasonable expenses shall be born equally by the District and the Association.

ARTICLE IV
VOLUNTARY DUES DEDUCTIONS

Upon receipt of written authorization signed by a teacher, the Superintendent's Office shall deduct an amount to provide for payment of dues for membership in the Association from the regular salary check of that teacher. Deductions shall be in equal amounts for ten (10) consecutive pay periods, beginning with the second pay period in October of each school year. The amounts so deducted shall be remitted to the Association Treasurer by the end of the month in each of the months December through April.

Authorization forms (attached as an appendix hereto) must be signed by the teacher and received in the Supervisory Union Office no later than October 1 of any school year in which that person wishes the deductions to be made.

Should there be a dispute between an employee and the Association, and/or the District, over the matter of Union dues deduction, the Association agrees to defend, indemnify, and hold harmless the Board, the District and their agents and employees in any such dispute.

ARTICLE V
LEAVE POLICY

A. A. Sick Leave-- Sick Leave—Fifteen paid sick days per year accumulative to 110 days at a rate of one day accumulated per twelve work days. A physician's certificate of health or of illness may be required after absence of three (3) consecutive work days. Repeated short-term absences may result in a request for a physician's certificate of health or illness. Failure to present a certificate, when required, will mean that the employee will not be paid for sick leave for that particular absence.

First-year teachers in the system will be advanced five (5) days sick leave at the beginning of the school year. Additional days will be accumulated starting with the sixty-first (61) day at the standard rate of one (1) day per twelve work days.

Sick leave benefits will include personal illness and serious or extreme emergency in the immediate family including spouse and/or children. The latter is not to exceed three (3) days annually unless approved by the board.

Any teacher, who has not accumulated the maximum of 110 sick days, but who, at the end of each school year, has used no more than (3) days sick leave, shall receive a payment of \$400.00. Any teacher who has accumulated the maximum of 110 sick days shall receive, at the end of each school year, a payment of 75% of the certified substitute daily rate for all days over 110 that go unused. Absence of professional leave, personal leave, and bereavement leave will not be considered absences for the purpose of this benefit.

B. Sick Leave Pool - **The Board agrees to establish a catastrophic sick leave pool to cover participating members in the event of a long-term illness. All days contributed by participating employees, with the Lisbon School District not contributing any days. The sick pool shall be governed by a committee of three (3) members of the Lisbon Teachers' Association appointed by the Association's president. Rules for membership and participation in the sick leave pool shall be governed by the Lisbon Teachers' Association and supplied to the Board. Any rules established by the Association shall include the following:**

- (a) **Members who participate in the sick pool may contribute up to three (3) days until the pool reaches eighty (80) days. Subsequently, if the sick pool is depleted to fifty (50) days, the sick pool committee may solicit donations for additional days as needed until it reaches eighty (80) days.**
- (b) **No participating member in the sick pool may contribute more than three (3) days in any school year to the sick pool.**
- (c) **The Association shall notify the Board by June 1st of each school year of employees who have donated days to the sick pool so that said days may be deducted from that**

year's unused allotment and or accrued entitlement.

- (d) Members participating in the sick pool may not elect sick pool benefits in lieu of disability benefits. Eligibility for sick pool benefits shall terminate when a member is eligible for disability benefits.**
- (e) No member shall be eligible for both sick pool benefits and disability benefits at the same time.**
- (f) No member shall be eligible for sick pool benefits until a member has exhausted all accumulated sick leave benefit available to the member.**
- (g) New members are not eligible for sick pool benefits prior to January 1st of the school year if they are hired prior to the 1st day of school or for one-hundred and twenty (120) days if the member is hired after the 1st day of school.**
- (h) The decisions of the Sick Pool Leave Committee are not grievable.**

C. Childbearing Leave - It is agreed that the District shall grant childbearing leave to all professional staff who qualify under the following provisions:

1. Except in cases of emergency, childbearing leave must be requested in writing by the applicant at least ninety (90) calendar days prior to the date the leave is to commence.
2. Experience credit will be granted providing the maternity leave of absence does not exceed 90 school days. All personnel benefits accrued, including seniority, will be retained during childbearing leave providing the person concerned renews her employment as required below and providing that the individual has been nominated by the Superintendent and has been accepted by the School Board. Upon return from childbearing leave, the leave recipient shall be placed in the same position on the salary schedule as she would have been had her employment in the District been continuous during the period represented by the leave.
3. Childbearing leave will not be granted for a period beyond 180 school days subsequent to the start of such childbearing leave. Reentry into the Lisbon Regional School system will occur at the end of the period of disability provided the reentry is not disruptive to the students' education. Another time may be mutually agreed to by the Board and the teacher.
4. The District will have discharged its entire responsibility under the policy by offering reemployment to the leave recipient within the time limits established in (3) above.
5. Nothing in Article V Section B shall diminish the School Board's authority under RSA-189:13, 189:14-a, 189-14-b.

A professional employee who is pregnant may remain at work as long as she desires, provided she secures written approval from her attending physician certifying her good health. The School Board reserves the right to request such sufficient certificates at such intervals as it may determine. Further, if the Superintendent determines that the professional employee is unable to adequately perform her duties, then he/she may require that she begin full childbearing leave.

All childbearing leave will be granted without pay. Health insurance benefits will be maintained in accordance with FMLA (Family Medical Leave Act). If the leave exceeds the FMLA limit then health insurance benefits may be maintained at the expense of the employee at the employee's option.

A professional employee may claim sick leave benefits for the period of actual physical disability directly relating to pregnancy as attested to by a certificate signed by her attending physician. Such sick leave benefits will be limited to the amount of sick leave actually accumulated by the professional employee. Complications during childbearing may extend the period of actual physical disability. This

Must be attested to by a certificate signed by her attending physician. She would be entitled to the same benefits as under a "normal" delivery.

D. Childrearing Leave

1. Except in cases of emergency, childrearing leave must be requested in writing by the applicant at least sixty (60) calendar days prior to the date the leave is to commence.
 2. A childrearing leave shall be granted to a teacher upon the following conditions: a) birth of a child; b) acceptance of a foster/guardian child; or c) adoption of a child. With the exception of the birth of a child, childrearing leave shall be granted only to non-probationary bargaining unit members.
 3. Leave for the purpose of childrearing shall not exceed 180 school days unless an extension is granted by the School Board. Reentry into the Lisbon Regional School System will occur at a time mutually agreed to by the Board and the teacher.
 4. Experience credit will be granted providing the childrearing leave of absence does not exceed 90 school days. All personnel benefits accrued, including seniority, will be retained during childrearing leave providing the person concerned renews her/his employment as required below and providing that the individual has been nominated by the Superintendent and has been accepted by the School Board. Upon return from childrearing leave, the leave recipient shall be placed in the same position on the salary schedule as she/he would have been had her/his employment in the District been continuous during the period represented by the leave.
 5. Once a teacher has taken childrearing, she/he must work one full year after said leave terminates to become eligible for childrearing leave for a) acceptance of another foster/guardian child or b) adoption of another child.
 6. All childrearing leave will be granted without pay. Health insurance benefits will be maintained in accordance with FMLA (Family Medical Leave Act). If the leave exceeds the FMLA limit then health insurance benefits may be maintained at the expense of the employee at the employee's option.
 7. Nothing in Article V Section C shall diminish the School Board's authority under RSA-189:13, 189:14-a, 189:14-b.
- E. Personal Leave. Four (4) days per year, non-accumulative, with 24 hours prior notice to the administration without determining the validity of the request. It is understood that these days must be used for personal business and not for recreation or vacation. Additional days may be granted with School Board approval. Use of previous personal days may be the determining factor for granting additional days beyond the original four days. Personal days will not be given for jury duty.
- F. Professional Leave. All members of the bargaining unit shall have two (2) days, non-accumulative, per year. This may be used for professional conferences, observations, workshops, visitations, etc., not especially designed for Staff Development credit, provided they are approved by the Building Principal. Reimbursement for mileage and/or meals will be made at the School Board's discretion.
- G. Jury Duty. When a person is called for jury duty, that person will continue to receive his or her salary in the regular manner, with the following stipulation: such money as that person receives for the jury duty, minus expenses (mileage, food, lodging, etc.), will be deducted from that regular pay, on submission of a voucher for said amount to the School Board. If it is not possible, because of computer problems, to deduct this amount from a regular paycheck, the person is to receive his or her regular check and will reimburse the district for the amount of the fee described above.

- H. Bereavement Leave. All members of the bargaining unit shall receive five (5) days per occurrence, non-accumulative for bereavement leave in the case of the death of a member of the teachers' family. Notification for the leave shall be given to the Building Principal as soon as possible. Additional days may be granted at the discretion of the Principal.
- I. Military Leave. Any teacher who is a qualified member of the Reserve Components of the United States will be granted a leave of absence for annual training leave when the teacher has been directed by the Reserve Component to attend such instruction. Request for such leave should be made to the Building Principal immediately upon receipt by the teacher of notification to be present at such training.

A teacher granted military leave will either have monies deducted at the rate of 1/200 of his/her annual salary or continue to receive his/her regular salary with the following stipulation: such money as that person receives for military duty during the actual days on leave, minus expenses, (mileage, food, lodging, etc.,) will be deducted from that regular pay on submission of a voucher for said amount to the School Board. If it is not possible, because of computer problems, to deduct this amount from a regular paycheck, the person is to receive his/her regular check and will reimburse the District for the amount of the fee described above.

All members of the bargaining unit shall have five days according to the Family Medical Leave Act (FMLA), of which, two (2) days will be paid, non-accumulative, per year, for the purpose of supporting and/or assisting a spouse/ son/daughter/step-child/foster-child that is going to be deployed into active military service for six months or longer on foreign soil. Request for the leave should be made to the Building Principal as soon as notification of deployment is received.

- J. Sabbatical Leave. The School Board may grant one year's unpaid leave for the purpose of future education.

Professional staff members may apply for such a sabbatical after five (5) years of service in the Lisbon Regional School District. Applications for a sabbatical must be delivered to the Chairperson of the Lisbon School Board no later than January 1 for the following school year. A written statement by the applicant describing the benefits of such a leave to the District shall accompany the application.

The final decision regarding granting of the sabbatical shall rest with the Lisbon School Board. The teacher granted a sabbatical leave shall agree to return to the Lisbon Regional School District for at least one year following the sabbatical.

No benefits shall pertain while the teacher is on sabbatical leave.

Professional personnel on sabbatical leave will be paid tuition up to, but not to exceed, the rate per credit hour of the New Hampshire University System toward professional improvement, limited to thirty (30) semester hours for the year, if the teacher agrees in writing to return to the District for the following three (3) school years. If a course is not satisfactorily completed, the recipient will reimburse the District the amount of tuition for that course.

- K. Association Business. Up to two days leave per year, non-accumulative without loss of pay or benefits shall be granted to one member of the Lisbon Teachers' Association. The Building Principal will be notified in writing at least ten (10) days prior to the leave, as to the date and the reason for the leave.
- L. Loss Time. If a teacher should exceed his/her allotted number of sick or personal days, loss of time is to be based on 1/200.

ARTICLE VI
COURSE REIMBURSEMENT

All credits to be considered for an ensuing contract year for courses must be recorded and filed in the Office of the Superintendent of Schools by January 20th of the year the contract is to be issued.

1. However, a letter of intent may be filed by January 20th in the Office of the Superintendent of Schools of the current contract year listing all credits to be considered for advancement upon salary schedule.
2. Following letter of intent, official grade documentation from the college or university registrar's office must be filed in the Office of the Superintendent of Schools prior to August 20 preceding the start of school for movement on salary schedule.
3. No course will be considered for the ensuing contract year unless it is in the educational field. If necessary, this shall be determined by the Principal and a representative appointed by the Association. Split decisions to be decided by the Superintendent.

All credits to be considered for reimbursement for courses must be properly recorded in the Office of the Superintendent of Schools. In order to receive course(s) reimbursement, the teacher must be employed by the District at the time of reimbursement.

Professional personnel will submit via their budget forms the number of credits they intend to take for the following school year up to but not to exceed the rate per credit hour of Plymouth State University limited to nine (9) semester hours per year. Part-time professional staff will be pro-rated based on a monetary percentage. (Example: A staff member at 50% would receive up to 50% of 9 x the appropriate credit hour rate of PSU.) Professional staff members that do not use the number of credits that they budgeted for will be penalized that number of credits for the following school year budget. Maximum credits will be determined based upon the previous year's usage. For example, if a teacher requests nine (9) credits in the budget cycle **but only use three (3) of them**, then that teacher will only be able to submit a total of three (3) credits for the following budget process. If the teacher uses their credits properly according to this article, then in year three they will have their maximum reset to nine (9). Professional personnel that did not budget enough credits may use credits other staff members budgeted for with mutual consent.

Beginning August 1, 2020, a teacher who receives course reimbursement benefits beyond twelve (12) credits, but prior to completion of a degree is expected to remain in the employ of the Lisbon Regional School District for one (1) year. A teacher who receives course reimbursement benefits beyond twelve (12) credits and completes a degree is expected to remain in the employ of the Lisbon Regional School District for two (2) years.

If a teacher chooses to leave the employ of Lisbon Regional School District after the completion of twelve (12) credits, the District will require the refunding of course reimbursement benefits paid to the employee during the previous twelve (12) months.

If a teacher is non-renewed, the teacher is not obligated to refund the district for course reimbursement benefits.

Undergraduate courses will not be counted for advancement on the salary schedule.

Teachers wishing to be reimbursed for courses and workshops that cost over \$100 shall have their tuition or fees paid by the due date of the course or workshop and be allowed to sign a promissory note which states that they will be responsible for paying for the workshop or course through payroll deductions if such

workshops or courses are not attended or passed. Included are pass/fail courses with two- (2) credit minimum per course. Passed is defined as a "B" or above or "P" in the case of a pass/fail course. The district will be paid back within a three month time period.

ARTICLE VII CO-CURRICULAR ACTIVITIES

Personnel for co-curricular activities will be appointed by the Principal. Job descriptions for these activities will be at the discretion of the Principal.

Co-curricular activities will be reimbursed based on a point value assigned to each activity. A committee consisting of the Principal, the Assistant Principal, a member of the School Board and three members appointed by the LTA are empowered by the Board and Association to make changes to the number of points assigned to activities. If an activity's point value is not changed, it shall remain at the same value as in the prior school year.

The committee shall maintain a list of the co-curricular activities currently being compensated along with the point value assigned to each. The list is to be attached to this agreement as an appendix.

The committee will convene annually to review the co-curricular schedule and list of activities.

The value of a point for the 2020-2021, 2021- 2022, 2022-2023, 2023-2024, and 2024- 2025 will be \$160.00.

ARTICLE VIII INSURANCES

A. Medical Insurances. The District will offer only one health insurance Provider to all eligible employees. Plans offered through the Provider will be negotiated.

1. Access Blue New England HMO Plan designated AB20 as the base plan.
2. The district will assume 80% and the employees 20% of the base plan cost.
3. The school district shall offer the following health insurance plans:

Access Blue New England HMO AB20 (No standard deductible) (Base Plan).
The district will assume 80% and the employees 20% of the plan cost.

Access Blue New England HMO with Deductible AB15IPDED (\$500/\$1,500).
The district will contribute an amount equal to the base plan cost.

Access Blue New England HMO with Deductible ABSOS20/40 1KDED (\$1,000/\$3,000).
The district will contribute an amount equal to the base plan cost. If the full premium of the plan is less than the amount the district would contribute toward the base plan, (Access Blue New England HMO AB20), this plan will be paid at 100% by the district.

Lunenos 2500 High Deductible Health Plan (\$2,500/\$5,000).
The district will contribute the amount equal to the base plan cost. If the full premium of this plan is less than the amount the district would contribute toward the base plan (Access Blue New England

HMO AB20), this plan will be paid at 100% by the district.

B. Insurance Buyout

Bargaining unit members who are eligible to receive health care benefits may elect to take a health insurance buyout benefit in lieu of health insurance. Members selecting the health insurance buyout benefit will receive \$3,000.00 for single, \$4,000.00 for two-person, or \$5,000 for family insurance coverage. Bargaining unit members electing to receive the health insurance buyout benefit must meet the following criteria:

1. The bargaining unit member must have purchased the health insurance benefit the previous year. For, example, a current teacher who is not presently purchasing the health insurance benefit is not eligible, nor is a teacher in their first year of employment eligible for the health insurance buyout benefit.
2. A member who enrolls in the health insurance buyout may remain enrolled in the buyout program as long as it exists.
3. A member, who chooses to receive the insurance buyout benefit for one or more years, may choose in subsequent years to re-enroll in the health insurance program.
4. A member will receive a fifty (50) percent payment of the health insurance buyout benefit by January 31st of the school year and the second fifty (50) percent payment of the benefit by June 30th of the school year.
5. A member whose partner or parent is an employee of SAU 35 may not take part in the health insurance buyout benefit.
6. A member who selects the health insurance buyout benefit must provide proof of other health insurance coverage.
7. The health insurance buyout benefit will begin with the 2018-2019 school year and will sunset after the 2023-2024 school year or the next contract negotiation year for purposes of benefit evaluation.

C. Life Insurance. A \$35,000 convertible and portable life insurance policy with accidental death and dismemberment benefits shall be provided. Accidental and sickness benefits shall be provided subject to the following stipulations:

1. Sixty per cent of average salary.
2. Sixty-day waiting period.
3. If a teacher has over 60 days of sick leave the teacher must use it, and the District will only be required to pay the difference between the insurance benefits and full pay for those sick days creditable to the teacher in excess of 60 days.
4. Maximum benefit period for an accident or an illness shall be 104 weeks.

D. Dental Insurance. The District will pay 100% of the cost of a single plan in the first year of the agreement. In subsequent years, the District shall pay up to a 7.5% increase in the previous year's total premium. If a member does not take the health insurance, the District will pay \$1,270.00 for a family dental plan and increase up to 5% each year on base.

ARTICLE IX
FRINGE BENEFIT QUALIFICATIONS

- A. The District will not assume financial liability for employee fringe benefits while that employee is in a non-paid status.
- B. Monetary fringe benefits that are available for part-time professional employees will be proportionate to their employment status.

ARTICLE X
COMPLETION OF SERVICE

A teacher who retires from teaching at 55 or older, or **has completed 25 years' service to Lisbon Regional School District**, or dies (regardless of age), shall receive, or his/her surviving designee shall receive, **seventy (70) percent** of the accumulated sick leave pay at a rate of \$75.00 per day in the last year of employment. The teacher must have completed ten (10) continuous years of service in the District for this Article to be applicable. It is understood that the teacher must have filed for actual retirement reimbursement to be eligible for this benefit.

ARTICLE XI
RETIREMENT BENEFITS

A. Teachers having accrued a minimum of ten (10) years of full-time teaching in the Lisbon Regional School may apply for the following benefits:

B. Upon written notification to the Superintendent and submitted eighteen (18) months prior to the intention to retire, the teacher shall receive, in addition to his/her regular salary according to the schedule, an \$8,500.00 buyout beginning in the year 2020-2021, from age fifty-five (55) to age fifty-eight (58) or the completion of 25-29 years of service at Lisbon Regional School; or a \$14,500.00 buyout beginning in year 2020-2021 from age fifty-nine (59) to age sixty-five (65) or the completion of 30 or more years of service at Lisbon Regional School.

C. In the event of a layoff, teachers who meet the criteria for retirement benefits per Article XI and choose to retire will have the eighteen (18) month notification of Intent to Retire waived and will qualify for retirement benefits.

D. In the event that a professional employee is laid off due to economic reasons such as declining enrollment and reduction in student aid, the employee's personnel file will indicate that the employee was laid off due to economic reasons.

E. Early Retirement Benefits

The Lisbon Regional School District shall provide an early retirement health insurance incentive. After a minimum of ten (10) years of service in the Lisbon Regional School District, a

bargaining unit member may notify the School Board of his/her intent to retire effective on any June 30th. Such notification shall be submitted (18) months (January 2nd of the year prior to the year of intended retirement) to receive this retirement benefit...

A participating teacher will receive, in addition to all accrued retirement benefits, health insurance, subject to the same employee/district health insurance contribution percentage under Article VIII (A), through August 31st of the year of retirement.

A participating teacher will receive, in addition to all accrued retirement benefits, health insurance, subject to the same employee/district health insurance contribution percentage under Article VIII (A), through August 31st of the year of retirement.

Thereafter, the teacher shall have the right to purchase the district health insurance **plan of their** choice- single, couple, family—until reaching age 65. The Lisbon School District will pay the first **\$2,000.00** of the cost of the above health insurance per year from the age 62 to 65.

ARTICLE XII FAIR TREATMENT

With the exception of a reduction in force, teachers have a reasonable expectation of continued employment provided that their services are competent, efficient, and satisfactory. With the exception of the provisions of RSA 189:14A as they apply to probationary teachers, no teacher shall be discharged, suspended, punished or penalized, without just cause. All information forming the basis for any such action shall be made available in writing to the teacher.

ARTICLE XIII RESIGNATION

The following regulations shall govern resignations in the Lisbon Regional School District.

- A. All teachers that resign prior to July 1st are not liable for any damage to the District.
- B. All teachers that resign after July 1st, but prior to the start of the academic year shall be assessed a penalty of five hundred (\$500). If a suitable replacement is approved by the Board, the penalty will be reduced to two hundred fifty (\$250). In no case shall the teacher be required to remain longer than sixty (60) days from the date of resignation.
- C. All teachers that resign during the academic year are subject to the same provisions as (B).
- D. A person resigning for health related purposes certified by a physician shall not be penalized.
- E. The Board reserves the right to make exceptions given unusual circumstances.

ARTICLE XIV
CONTRACT DAYS

Total workdays are 185. Days to be used for staff development at the discretion of the Principal. These days are not necessarily tied to SAU staff Development.

Work year of 185 days defined:

- * 180 student contact days
- * 2 days prior to the start of school with a minimum of one-half day available for room preparation
- * 3 days built into the calendar for workshops and conferences

Teachers asked by the district to work outside of the contracted 185 days shall be paid a minimum of \$125.00 or the grant-funded rate per diem beginning with the 2018-2019 school year. An example would be attending a workshop or participating in committee work. Any teacher may decline, without penalty, to work outside the contracted 185 days.

XV
PART-TIME TEACHERS AND FULL-TIME PLUS TEACHERS

- A. Teachers working less than or more than full-time will be pro-rated accordingly. In addition, part-time teachers shall have their health and dental benefits pro-rated accordingly. For example (but not limited to), each extra half hour of subject taught in the elementary shall be paid at 1/9 salary, each extra 45 minutes in the middle school shall be paid at 1/12 salary, or each extra 1-credit course taught in the high school shall be paid 1/6 salary. Examples concerning part-time teaching would be (but not limited to), 62.5% salary/benefits for half-time teachers and 31.25% salary/benefits for quarter-time teachers.
- B. Teaching beyond a full time position is not to be a mandatory obligation, but an option when it is deemed positive for both the teacher and school.
- C. Positions will be posted and current staff shall be given first chance at applying for the position or extra teaching duties, if qualified.
- D. Part-time teachers will be eligible to receive from the district – retirement benefits on a dollar for dollar match, up to a maximum of 4% of the salary. The employee must open up a 403(b) account and provide all the necessary information to payroll. Note: It is understood that should part-time teachers become eligible for participating in the NH Retirement System, the school district would pay into the NH Retirement System but not contribute to both.

XVI
COVERAGE PER ORDER OF THE ADMINISTRATION

Teachers may cover up to 3 blocks per semester in the middle and high school. In the elementary, teachers may not be asked to lose more than 10 specials per year. Should these numbers be exceeded, middle and high school teachers shall be paid \$15 per occurrence and elementary teachers shall be paid \$10 per occurrence. Teacher participation is not mandatory.

ARTICLE XVII
TUTION OF DEPENDENT CHILDREN

Teachers outside the district shall be allowed to have their children attend the school at no charge. See Appendix II.

ARTICLE XVIII
CERTIFICATION

Proper certification by the State Department of Education is required for continuous employment.

ARTICLE XIX
EVALUATION

The administration will not assign teachers serving in a supervisory roll to evaluate a fellow teacher with whom they primarily are assigned. For example, a secondary school teacher shall not be evaluated by a supervisory teacher who also teaches in the secondary school.

In the event that a supervisory teacher is assigned to teach at all three levels, the school administrator and a representative of the Lisbon Teachers Association shall determine, during the first week of the start of school, the assignment levels to be evaluated, with consideration given to the percentage of teaching time at a specific assignment level.

Assignment Levels:

Primary	Pre-K – 6th Grade
Middle:	7 th – 8 th Grade
Secondary: 9 th –	12 th Grade

ARTICLE XX
SAVINGS CLAUSE

If any article or part of this Agreement is held to be invalid by operation of law or by any tribunal of competent jurisdiction, or if compliance with or enforcement of any Article or part should be restrained by such tribunal, the remainder of the Agreement shall not be affected thereby and the parties shall enter into negotiations within 15 days for the purpose of arriving at a satisfactory replacement for such Article or part.

ARTICLE XXI
EFFECTIVE DATES

The provisions of the Agreement will be effective as of August 1, 2020, except as otherwise provided herein and will continue and remain in full force and effective for five years ending July 31, 2025. Thus, the five-year contract is for August 1, 2020 to July 31, 2025.

LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE

35,783 BA @ 5.00 % 1,789.13 INDEX

(2020-2021 School Year)

YEARS OF EXPERIENCE	BACHELORS DEGREE	BACHELORS +15	MASTERS DEGREE*	MASTERS +15**	MASTERS +30**
0	35,783	37,572	39,361	41,150	42,940
1	37,572	39,361	41,150	42,940	44,729
2	39,361	41,150	42,940	44,729	46,518
3	41,150	42,940	44,729	46,518	48,307
4	42,940	44,729	46,518	48,307	50,096
5	44,729	46,518	48,307	50,096	51,885
6	46,518	48,307	50,096	51,885	53,674
7	48,307	50,096	51,885	53,674	55,463
8	50,096	51,885	53,674	55,463	57,253
9	51,885	53,674	55,463	57,253	59,042
10	53,674	55,463	57,253	59,042	60,831
11	55,463	57,253	59,043	60,831	62,620
12	57,253	59,042	60,831	62,620	64,409

*Master's Degree or equivalent (36 credits) **True Master's Degree with additional credits

Teachers who are on step 12 will receive one longevity increment for each year of experience beyond 12 years according to the longevity schedule.

Beginning with the 2020-2021 contract, for a teacher to be eligible for longevity increments, the teacher must have completed ten years of service to the district.

Bachelors Track-	Longevity Increment = \$250
Bachelors + 15 Track -	Longevity Increment = \$325
Masters Track -	Longevity Increment = \$400
Masters + 15 Track -	Longevity Increment = \$475
Masters + 30 Track -	Longevity Increment = \$550

Note:Vertical increments are not automatic and are subject to the discretion of the School Board.

Note:Courses approved by the Board and those courses taken at the staff member's expense and within their discipline will apply to horizontal movement on the salary schedule. All other courses must be approved by the Lisbon Regional School Board in order to be considered for horizontal movement.

Note:See Article XI for additional remuneration for longevity and Article XII for retirement benefits.

Note: Teachers who teach courses that result in students receiving college credit (dual enrollment, e.g. Running Start) will be paid an additional \$500.00 per course taught each year.

LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE

36,499 BA @ 5.00 % 1,824.93 INDEX

(2021-2022 School Year)

YEARS OF EXPERIENCE	BACHELORS DEGREE	BACHELORS +15	MASTERS DEGREE*	MASTERS +15**	MASTERS +30**
0	36,499	38,324	40,149	41,974	43,799
1	38,324	40,149	41,974	43,799	45,624
2	40,149	41,974	43,799	45,624	47,449
3	41,974	43,799	45,624	47,449	49,274
4	43,799	45,624	47,449	49,274	51,098
5	45,624	47,449	49,274	51,098	52,923
6	47,449	49,274	51,098	52,923	54,748
7	49,274	51,098	52,923	54,748	56,573
8	51,098	52,923	54,748	56,573	58,398
9	52,923	54,748	56,573	58,398	60,223
10	54,748	56,573	58,398	60,223	62,048
11	56,573	58,398	60,223	62,048	63,873
12	58,398	60,223	62,048	63,873	65,698

*Master's Degree or equivalent (36 credits) **True Master's Degree with additional credits

Teachers who are on step 12 will receive one longevity increment for each year of experience beyond 12 years according to the longevity schedule.

Beginning with the 2020-2021 contract, for a teacher to be eligible for longevity increments, the teacher must have completed ten years of service to the district.

Bachelors Track-	Longevity Increment = \$250
Bachelors + 15 Track -	Longevity Increment = \$325
Masters Track -	Longevity Increment = \$400
Masters + 15 Track -	Longevity Increment = \$475
Masters + 30 Track -	Longevity Increment = \$550

Note: Vertical increments are not automatic and are subject to the discretion of the School Board.

Note: Courses approved by the Board and those courses taken at the staff member's expense and within their discipline will apply to horizontal movement on the salary schedule. All other courses must be approved by the Lisbon Regional School Board in order to be considered for horizontal movement.

Note: See Article XI for additional remuneration for longevity and Article XII for retirement benefits.

Note: Teachers who teach courses that result in students receiving college credit (dual enrollment, e.g. Running Start) will be paid an additional \$500.00 per course taught each year.

LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE

37,229 BA @ 5.00 % 1,861.43 INDEX

(2022-2023 School Year)

YEARS OF EXPERIENCE	BACHELORS DEGREE	BACHELORS +15	MASTERS DEGREE*	MASTERS +15**	MASTERS +30**
0	37,229	39,090	40,952	42,813	44,675
1	39,090	40,952	42,813	44,675	46,536
2	40,952	42,813	44,675	46,536	48,398
3	42,813	44,675	46,536	48,398	50,259
4	44,675	46,536	48,398	50,259	52,120
5	46,536	48,398	50,259	52,120	53,982
6	48,398	50,259	52,120	53,982	55,843
7	50,259	52,120	53,982	55,843	57,705
8	52,120	53,982	55,843	57,705	59,566
9	53,982	55,843	57,705	59,566	61,428
10	55,843	57,705	59,566	61,428	63,289
11	57,705	59,566	61,428	63,289	65,150
12	59,566	61,428	63,289	65,150	67,012

*Master's Degree or equivalent (36 credits) **True Master's Degree with additional credits

Teachers who are on step 12 will receive one longevity increment for each year of experience beyond 12 years according to the longevity schedule.

Beginning with the 2020-2021 contract, for a teacher to be eligible for longevity increments, the teacher must have completed ten years of service to the district.

Bachelors Track-	Longevity Increment = \$250
Bachelors + 15 Track -	Longevity Increment = \$325
Masters Track -	Longevity Increment = \$400
Masters + 15 Track -	Longevity Increment = \$475
Masters + 30 Track -	Longevity Increment = \$550

Note: Vertical increments are not automatic and are subject to the discretion of the School Board.

Note: Courses approved by the Board and those courses taken at the staff member's expense and within their discipline will apply to horizontal movement on the salary schedule. All other courses must be approved by the Lisbon Regional School Board in order to be considered for horizontal movement.

Note: See Article XI for additional remuneration for longevity and Article XII for retirement benefits.

Note: Teachers who teach courses that result in students receiving college credit (dual enrollment, e.g. Running Start) will be paid an additional \$500.00 per course taught each year.

LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE

37,973 BA @ 5.00 % 1,898.66 INDEX

(2023-2024 School Year)

YEARS OF EXPERIENCE	BACHELORS DEGREE	BACHELORS +15	MASTERS DEGREE*	MASTERS +15**	MASTERS +30**
0	37,973	39,872	41,771	43,669	45,568
1	39,872	41,771	43,669	45,568	47,467
2	41,771	43,669	45,568	47,467	49,365
3	43,669	45,568	47,467	49,365	51,264
4	45,568	47,467	49,365	51,264	53,162
5	47,467	49,365	51,264	53,162	55,061
6	49,365	51,264	53,162	55,061	56,960
7	51,264	53,162	55,061	56,960	58,858
8	53,162	55,061	56,960	58,858	60,757
9	55,061	56,960	58,858	60,757	62,656
10	56,960	58,858	60,757	62,656	64,554
11	58,858	60,757	62,656	64,554	66,453
12	60,757	62,656	64,554	66,453	68,352

*Master's Degree or equivalent (36 credits) **True Master's Degree with additional credits

Teachers who are on step 12 will receive one longevity increment for each year of experience beyond 12 years according to the longevity schedule.

Beginning with the 2020-2021 contract, for a teacher to be eligible for longevity increments, the teacher must have completed ten years of service to the district.

Bachelors Track-	Longevity Increment = \$250
Bachelors + 15 Track -	Longevity Increment = \$325
Masters Track -	Longevity Increment = \$400
Masters + 15 Track -	Longevity Increment = \$475
Masters + 30 Track -	Longevity Increment = \$550

Note:Vertical increments are not automatic and are subject to the discretion of the School Board.

Note:Courses approved by the Board and those courses taken at the staff member's expense and within their discipline will apply to horizontal movement on the salary schedule. All other courses must be approved by the Lisbon Regional School Board in order to be considered for horizontal movement.

Note:See Article XI for additional remuneration for longevity and Article XII for retirement benefits.

Note: Teachers who teach courses that result in students receiving college credit (dual enrollment, e.g. Running Start) will be paid an additional \$500.00 per course taught each year.

LISBON REGIONAL SCHOOL DISTRICT SALARY SCHEDULE

38,733 BA @ 5.00 % 1,936.63 INDEX

(2024-2025 School Year)

YEARS OF EXPERIENCE	BACHELORS DEGREE	BACHELORS +15	MASTERS DEGREE*	MASTERS +15**	MASTERS +30**
0	38,733	40,669	42,606	44,543	46,479
1	40,669	42,606	44,543	46,479	48,416
2	42,606	44,543	46,479	48,416	50,352
3	44,543	46,479	48,416	50,352	52,289
4	46,479	48,416	50,352	52,289	54,226
5	48,416	50,352	52,289	54,226	56,162
6	50,352	52,289	54,226	56,162	58,099
7	52,289	54,226	56,162	58,099	60,036
8	54,226	56,162	58,099	60,036	61,972
9	56,162	58,099	60,036	61,972	63,909
10	58,099	60,036	61,972	63,909	65,845
11	60,036	61,972	63,909	65,845	67,782
12	61,972	63,909	65,845	67,782	69,719

*Master's Degree or equivalent (36 credits) **True Master's Degree with additional credits

Teachers who are on step 12 will receive one longevity increment for each year of experience beyond 12 years according to the longevity schedule.

Beginning with the 2020-2021 contract, for a teacher to be eligible for longevity increments, the teacher must have completed ten years of service to the district.

Bachelors Track-	Longevity Increment = \$250
Bachelors + 15 Track -	Longevity Increment = \$325
Masters Track -	Longevity Increment = \$400
Masters + 15 Track -	Longevity Increment = \$475
Masters + 30 Track -	Longevity Increment = \$550

Note: Vertical increments are not automatic and are subject to the discretion of the School Board.

Note: Courses approved by the Board and those courses taken at the staff member's expense and within their discipline will apply to horizontal movement on the salary schedule. All other courses must be approved by the Lisbon Regional School Board in order to be considered for horizontal movement.

Note: See Article XI for additional remuneration for longevity and Article XII for retirement benefits.

Note: Teachers who teach courses that result in students receiving college credit (dual enrollment, e.g. Running Start) will be paid an additional \$500.00 per course taught each year.

APPENDIX – 1
 LISBON REGIONAL SCHOOL DISTRICT
 CO-CURRICULAR POINT SCHEDULE – 2017 - 2018 school year

ACTIVITY	BASE	EXPERIENCE	TOTAL
Athletic Director	45	2	47
Varsity Baseball- Boys	21	1	22
Varsity Softball-Girls	21	0	21
Middle School Baseball - Boys	13	0	13
Middle School Softball - Girls	13	2	15
Varsity Basketball - Boys	28	0	28
Varsity Basketball - Girls	28	0	28
J.V. Basketball – Full Schedule	15	0	15
J.V. Basketball – Partial Schedule	10	0	10
Middle School Basketball – Boys	15	0	15
Middle School Basketball - Girls	15	0	15
Varsity Soccer - Boys	21	2	23
Varsity Soccer – Girls	21	2	23
JV Soccer -Full Schedule	13	0	13
JV Soccer-Partial Schedule	9	0	9
Varsity Golf	17	2	19
Middle School Soccer - Boys	13	0	13
Middle School Soccer – Girls	13	2	15
MS Student Council	6	0	6
HS Student Council	12	0	12
National Honor Society	5	0	5
Academic Team*	6	0	6
YMCA Track Meet*	4	0	4
National Junior Honor Society	4	0	4
YMCA Youth in Government*	5	0	5
PAWS*	8	0	8
Drama*	8	0	8
**Yearbook*	19	0	19
**Performance-Based Graduation Coord*	28	0	28
TOTAL	436	13	449

Note: This schedule is provided here for reference only. The actual points assigned to an activity and the activities included are determined by a committee as described in Article VII of this agreement, and further depend on the experience of the individual assigned to the activity.

* Flat rate, no expertise or experience points.

** Full value until person holding position in 2010-2011 no longer holds position, then points to be adjusted.

APPENDIX II

Student Tuition-Free Agreement
Between
Lisbon Regional School
And

(Non-Resident of Lisbon, Lyman or Tuitioning Town)

This Agreement provides _____ (parent) the right of a tuition-free education for his/her son/daughter at the Lisbon Regional School, Grade _____, for the year _____. This right entitles _____ (student) to all the benefits and privileges, both educational and social, afforded to students attending this school. This includes, but is not limited to, regular classroom instruction, supplies, materials, equipment and extra curricular activities, i.e., field trips, concerts, etc. Tuition-free rights do not include any special services, supplies, materials, or equipment not usually associated with the regular education of students. If such special services become necessary, a financial statement reflecting the ability of the parent to pay for these services must be submitted to the School Board for approval. Such a statement will be treated in a confidential manner and shall be submitted with a notarized signature. Failure to do so will be construed as a breach of contract thereby rendering this Agreement null and void. All such services will be applied as needed in a manner consistent with similar applications in the school and will be paid in full, by certified check, within thirty (30) days of billing to the parent by the school or SAU. These rights, benefits and privileges afforded to _____ (student) do not exempt him/her from school policies, rules and regulations in any way.

If any issues or items arise during the term of this Agreement that are not addressed by this Agreement, both parties further agree to negotiate, and reconcile any differences in good faith.

Lisbon Regional School Board / Date

Parent Signature / Date

APPENDIX – III
Union Dues Deduction Form

FORM

I hereby authorize dues deductions for the NEA-New Hampshire totaling _____ from my regular salary checks. I understand that this form must be signed by me and received in the Superintendent's Office by October 1, of any school year in which I wish the deductions to be made.

Signed: _____