

# **AGREEMENT**

*By and Between*

**Ledyard Board of Education**

*and the*

**Ledyard Information Technology Personnel  
Local 1303 of Council #4 AFSCME, AFL-CIO**

**July 1, 2016 through June 30, 2020**

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## **AGREEMENT**

This Agreement is entered into by and between the LEDYARD BOARD OF EDUCATION, hereinafter referred to as the "Board" and LEDYARD INFORMATION TECHNOLOGY PERSONNEL LOCAL 1303 OF COUNCIL #4 AFSCME, AFL-CIO.

### **ARTICLE 1 RECOGNITION**

The Board recognizes LEDYARD INFORMATION TECHNOLOGY PERSONNEL LOCAL 1303 OF COUNCIL #4 AFSCME, AFL-CIO, hereinafter referred to as the "Union", as the exclusive representative of all full-time Employees, working thirty (30) hours or more per week, engaged in computer tech, repair and support for staff and students employed by the Board ("Employees"), for purposes of collective bargaining on all matters of wages, hours of work and other conditions of employment.

### **ARTICLE 2 DUES CHECK-OFF**

#### **SECTION 2.1:**

All Employees shall, not later than thirty (30) calendar days after their date of hire, become and remain members of the Union or pay an agency fee to the Union as a condition of continuing employment. An agency fee payer may apply to the Union for a rebate in accordance with the Union's existing procedure.

#### **SECTION 2.2:**

Upon receipt of individual written authorization from Employees, the Board agrees to deduct Union dues or agency fees monthly from earned wages and remit same to the Union office not later than the last day of each month. Agency fees shall be in an amount, certified by the Union to the Board in writing on or before September 1 of each year, equal to that portion of the membership dues of the Union that is uniformly required to underwrite the costs of collective bargaining, contract administration and grievance adjustment

#### **SECTION 2.3:**

The Union agrees to indemnify, save and hold the Board harmless from any claims, suits, losses, damages or expenses arising out of, or in any respect related to, the application or operation of this Article.

#### **SECTION 2.5:**

The Employer agrees to deduct from the wages of any employee who is a member of the union a PEOPLE deduction as provided for in a written authorization. Such authorization must be executed by the employee and may be revoked by the employee at any time by giving written notice to both the employer and the union. The Employer agrees to remit any deductions made pursuant to the provision promptly to the Union together with an itemized statement showing the name of each employee

from whose pay such deductions have been made and the amount deducted during the period covered by the remittance.

### **ARTICLE 3 SENIORITY**

#### **SECTION 3.1:**

The length of full-time continuous service within the Instructional Technology Department shall constitute seniority. Seniority shall be one factor in the case of vacation preference, layoff, and recall from layoff.

#### **SECTION 3.2:**

- A. All new Employees shall serve a probationary period of one hundred eighty (180) calendar days and shall have no seniority rights during this period, but shall be subject to all other clauses of this Agreement, except sick leave credit and the right to file grievances. All Employees who have successfully completed their probationary period shall be eligible for participation in all provisions of this Agreement and the probationary period shall be counted in determining seniority.
  
- B. All Employees who transfer or are promoted to a new position shall serve a trial period of ninety (90) days worked. If the transferred Employee fails to successfully complete this trial period, the Employee will be returned to the former position. The Board must provide written reasons supporting the decision that the Employee failed to successfully complete the trial period.

#### **SECTION 3.3:**

Any Employee who has transferred to a Board position out of the bargaining unit and returns to a bargaining unit position within eighteen months (18) of said transfer shall retain seniority accumulated prior to the date of transfer.

#### **SECTION 3.4:**

An Employee's seniority shall cease for any of the following reasons:

1. Voluntary resignation.
2. Retirement.
3. Discharge for just cause.
4. Layoff for lack of work for a period of time equal to the Employee's total length of service in the bargaining unit calculated as of the date of the layoff, but not to exceed eighteen (18) consecutive months in any case, starting with the date of layoff.
5. Failure to return to work on the specified date at the conclusion of an approved leave of absence without authorization from the Superintendent.

6. Failure to return to work within ten (10) working days after receipt of notice of recall.

**SECTION 3.5:**

If a layoff takes place, temporary, part-time and/or probationary Employees performing bargaining unit work shall be laid off first.

**SECTION 3.6:**

Advance notice of impending layoffs will be given by the Superintendent to the local Union President as far in advance of the impending layoffs as may be reasonable.

**ARTICLE 4  
PROMOTIONS AND TRANSFERS**

**SECTION 4.1:**

All vacancies within the bargaining unit will be posted for five (5) working days and present Employees shall be given preference for such vacancies if all other qualifications are deemed by the Administration to be equal.

**SECTION 4.2:**

When Employees request transfers that involve no change in classification, seniority shall be considered.

**SECTION 4.3:**

Employees shall have no right to transfer or promotion during their probationary period.

**ARTICLE 5  
HOURS OF WORK**

**SECTION 5.1:**

The normal work week for full-time Employees shall be forty (40) hours per week as determined by the supervisor.

**SECTION 5.2:**

Overtime shall be paid at the rate of time and one-half (1½) for: all work performed in excess of eight (8) hours, excluding an unpaid one-half hour lunch period, in any one day or forty (40) hours in any one week. All overtime must have advance written approval from the supervisor.

**SECTION 5.3:**

When an Employee is called in to work at a District building by the Director outside his/her regular scheduled working hours he/she shall be paid a minimum of two (2) hours at time and one half his/her regular hourly rate of pay if the call-in is from Monday through Saturday and double his/her regular hourly rate on Sunday and or holidays. When an Employee is assigned work to be performed at home by the Director outside his/her regular working hours, he/she shall be paid a minimum of

one (1) hour at time and one half his/her regular hourly rate of pay if the assignment is from Monday through Saturday and double his/her regular hourly rate on Sunday and or holidays.

## **ARTICLE 6 GRIEVANCE PROCEDURE**

### **SECTION 6.1:**

A grievance, for purposes of this procedure, is hereby defined to be any controversy, complaint, misunderstanding, or dispute by an Employee(s) or the Union (“Grievant”) concerning the interpretation or application of any express provision of this Agreement.

### **SECTION 6.2:**

Any grievance shall be processed according to the following procedure:

#### **1. Step 1: Director**

The Employee and/or the Union, as authorized by the Employee in writing, shall present in writing to the Employee's supervisor or the designated alternate all facts available pertaining to the problem or incident, along with the specific provisions of the Agreement claimed to have been violated (“Grievance”), within twenty (20) calendar days after the event giving rise to the grievance. The supervisor or alternate shall adjust the problem or notify the Employee and/or the Union of the decision within five (5) calendar days after receipt of the grievance.

#### **2. Step 2: Superintendent**

If either party feels there should be further review, the Grievance shall be presented to the Superintendent or alternate, in writing, by the Union and signed by the Employee, within ten (10) calendar days from the time the grievance was responded to in accordance with Step 1. The Superintendent or alternate shall review the problem, discuss it with the Employee and/or the Union representative within fifteen (15) calendar days of receipt of the grievance, and render his/her decision in writing within fourteen (14) calendar days of the presentation of the grievance at Step 2.

#### **3. Step 3: Board**

If either party feels further review is necessary, a hearing with the Board must be requested within fifteen (15) calendar days from the time the grievance was answered in Step 2. The Board or designee shall, as soon as practicable, but not later than twenty (20) calendar days after receipt of the request for hearing, conduct an informal hearing at which all parties concerned shall have the right to be present and to present their position. After the hearing, the Board or

designee shall render its decision in writing as soon as is practicable, but not later than ten (10) calendar days after the close of the hearing.

**4. Step 4: Arbitration**

- a. If the grievance is not satisfactorily resolved at Step 3, the Grievant may, within twenty (20) calendar days after submission of the Board's final disposition of the grievance to the Grievant, submit the question for arbitration to either the Connecticut State Board of Mediation and Arbitration. The decision rendered as a result of such arbitration shall be final and binding upon both parties in accordance with law. Any party submitting a question for arbitration shall provide the other party with contemporaneous notice of such submission.
- b. Any costs of the arbitration, except for either party's legal representation, shall be equally shared by the Board and the Union.
- c. The full legal rights of the parties in the courts shall not be restricted in any way by the provisions of this Article.
- d. The arbitrator shall not have the power to alter, amend, add to or deduct from the provisions of this Agreement.

**SECTION 6.3:**

The Union representative may be called in by the Employee in the handling of any dispute or grievance.

**SECTION 6.4:**

Any grievance not presented or moved to the next step by the Grievant within the timelines above outlined shall be deemed waived. If at any step in the grievance procedure, the responsible party fails to give its answer within the prescribed time, the grievance will automatically proceed to the next step, unless time is extended by mutual written consent of the parties.

**SECTION 6.5:**

The time limits contained in, this Article may be extended by mutual agreement of the parties in writing on a case-by-case basis.

**SECTION 6.6:**

The time limits contained in this Article shall be strictly construed and any previous failure to enforce or an agreement to extend, the time limits herein shall not constitute a waiver of those time limits in any future case.

## **ARTICLE 7 VACATIONS**

### **SECTION 7.1:**

Paid vacation shall be provided on an annual basis in accordance with the following formula:

- a. Vacation credits will accrue monthly from date of employment to July 1 of the fiscal year following the date of employment up to a maximum of (10) days, but no days can be used until the employee has completed six (6) consecutive months of employment. Upon reaching June 30, any new employee hired prior to January 1 of that calendar year will be credited with one (1) year of continuous service for purposes of vacation accrual.
- b. Ten (10) vacation days per fiscal year (July 1- June 30) will be accrued monthly for continuous service from one (1) to four (4) full years.
- c. Fifteen (15) vacation days per fiscal year will be accrued monthly for continuous service after four (4) through ninth (9) full years.
- d. Twenty (20) vacation days per fiscal year will be accrued monthly for continuous service after nine (9) full years and thereafter.

### **SECTION 7.2:**

The vacation period shall be between July 1 and June 30 of each fiscal year. All vacations must be completed during the fiscal year and are not cumulative. Vacations will be determined in conjunction with the supervisor. If the Board causes the cancellation of any vacation days within the last 30 days of the fiscal year, such vacation days shall be available for use in the next year only.

### **SECTION 7.3:**

Choice of vacation dates will be granted whenever practicable, subject to the needs of the District, and subject further to the requirement that all Employees be given the opportunity to schedule up to two (2) weeks' vacation before additional vacation time is scheduled. Accordingly, additional weeks of vacation may or may not be consecutive to each other or to the first two (2) weeks. Any conflict in scheduling vacations will be resolved in favor of the Employee having greater seniority. Any Employee who fails to submit his/her choice of vacation dates by May 15 will forfeit vacation choice by seniority for that year.

### **SECTION 7.4:**

Upon termination of employment, a permanent Employee shall receive any vacation pay which the Employee has earned but not received, pro-rated for each full calendar month of service completed since the previous July 1.



**SECTION 7.5:**

In the event of the death of an Employee, his/her pro-rated vacation pay shall be paid to the estate.

**SECTION 7.6:**

In the event of illness during an Employee's vacation period, the Employee shall be given an option of charging the sick days to sick leave, providing a doctor's certificate verifies illness.

**SECTION 7.7:**

When a holiday occurs during a regular vacation, said holiday shall not be charged against the Employee's earned vacation time. The Employee will be credited with another day of vacation.

**SECTION 7.8:**

Any unused, carried over vacation accrued as of the execution of this Agreement must be used during the term of this Agreement and no additional carryover will be allowed during this Agreement.

**ARTICLE 8  
SICK LEAVE**

**SECTION 8.1:**

Each employee shall accumulate paid sick leave at the rate of one and one-fourth (1-1/4) days per month during their first year of service (starting with completion of probationary period). After completion of the first year of service, paid sick leave shall accumulate at the rate of one and one-fourth (1-1/4) days per month up to a maximum level of accumulated sick leave days of ninety (90) days. Employees who successfully complete their probationary period shall receive credit for sick leave retroactive to their first day of employment. Sick leave maybe used to care for an individual in the employee's immediate family, which shall mean children, spouse or parent of the employee or for medical appointments. Sick leave may be taken in two (2) hour increments.

**SECTION 8.2:**

Each Employee shall be entitled to benefits for loss of time due to sickness or disability other than that for which the Employee is entitled to compensation under the Workers' Compensation Act.

**SECTION 8.3:**

Unused sick leave will not be paid out upon an Employee's death, resignation, retirement or any other method of termination of employment.

**SECTION 8.4: Sick Leave Accumulation:**

1. Sick leave shall continue to accumulate during leaves of absence with pay and during the time an Employee is on authorized sick leave or vacation time.

2. No credit for sick leave shall be granted for time worked by an Employee in excess of his normal work week.
3. No sick leave shall accrue during a leave of absence without pay.

**SECTION 8.5:**

Employees absent on sick leave will notify the Director a minimum of two (2) hours prior to the start of their shift.

**SECTION 8.6:**

Nothing in this Agreement shall be considered as either preventing or requiring the granting of additional sick leave days with or without pay in the event of extended illness, and if the Board in its discretion grants such additional paid sick leave, such action shall not be construed, claimed, or interpreted as a precedent or as a past practice.

**ARTICLE 9  
PERSONAL LEAVE**

**SECTION 9.1:**

All Employees shall be eligible for a maximum of five (5) days annually with full pay.

**SECTION 9.2:**

Leave under this Article shall not be used to advance or extend holidays or vacation periods, unless approved by the Director of Information Technology.

**SECTION 9.3:**

The Superintendent may recommend for approval by the Board, the extension of personal leave days, with or without pay, upon request of an Employee. Partial days may, at the Superintendent's sole discretion, be approved in ½ day increments.

**ARTICLE 10  
JURY DUTY**

Employees on jury duty shall be paid in accordance with state and federal statutes and regulations. In no event, however, shall employees suffer a loss in base pay as a result of serving jury duty.

## **ARTICLE 11 HOLIDAYS**

### **SECTION 11.1:**

All Employees will receive thirteen (13) paid holidays as listed below:

New Year's Day	Columbus Day
Martin Luther King Day	Veterans Day*
Presidents' Day	Thanksgiving Day
Memorial Day	Day After Thanksgiving
Independence Day	Christmas Day
Labor Day	Two (2) Floating Holidays**

\* Veterans Day will be a paid holiday for Employees when school is not in session; if school is in session on Veterans Day, Employees will receive a third (3<sup>rd</sup>) floating holiday in accordance with the provisions below.

\*\* Floating holidays must be scheduled with and approved in writing by the Employee's immediate supervisor in advance of taking the floating holiday.

### **SECTION 11.2:**

Whenever any of these holidays shall occur while an Employee is out on paid sick leave, he shall receive holiday pay for such holiday without charge to his sick leave account.

## **ARTICLE 12 WAGES**

### **SECTION 12.1:**

Wages shall be paid in the amounts and manner provided for in Appendix A of this Agreement.

### **SECTION 12.2:**

It will be mandatory for all Employees to request, in writing, for the Board to credit to such Employee's account all salary and wages in any bank which has agreed to directly accept direct wage deposits. Employees shall receive pay stub information in a paperless electronic format. Beginning in the 2018-2019 contract year, Employees will be paid twice per month (24 pays per year) in accordance with schedules set annually by the Board, if approved by the Wage and Hour Division of the State of Connecticut. (See, Appendix B)

## **ARTICLE 13 INSURANCE**

### **SECTION 13.1:**

The PPO hospital and medical insurance for Employees as of June 30, 2016, including premium share deductions, will remain in place through and including June 30, 2017. Effective July 1, 2017, the Board shall provide and pay for the following hospital and medical insurance for all Employees and their eligible family members, except as provided in subsection 13.2 below; each Employee will contribute (from check) as follows:

- A. **Anthem High Deductible Health Plan (“HDHP”) with Health Savings Account (“HSA”) (“HDHP/HSA”)** for eligible employees and their eligible dependents.

The Board will provide a HDHP/HSA which shall have a shared annual deductible of \$2,000 individual and \$4,000 family for in-network and out of network services. Once the deductible is met, the plan will pay 100% for in-network services. Out-of-network services shall be subject to an 80%/20% coinsurance to a coinsurance maximum of \$3,000 for individual coverage and \$6,000 for aggregate family coverage.

An HSA shall be established by the Board for each eligible employee with no monthly fees for participants. The Board shall contribute by direct deposit to the eligible employee’s HSA a portion of the in-network annual deductible based on the following percentages and schedules:

2017-18	50% of the deductible with 100% paid in July
2018-20	50% of the deductible with ½ paid in July and ½ paid in January

For plan participants who may not be eligible (Medicare enrolled or receiving benefits from TriCare or VA) for the HDHP/HSA plan, the Board shall make available an HDHP/HRA plan with the same deductible funding as received by HSA participants, offered on the same terms and conditions. HRA participants can roll over funds remaining on the HRA account up to the deductible or amount permitted by IRS regulations or will pay the participants the Board contribution directly.

Eligible employees will pay through payroll deduction 16% of the premium in contract year 2017-18; 17% in contract year 2018-19 and 17.5% in contract year 2019-20.

- B. Life insurance in the amount of \$50,000, the cost to be paid by the Board.

- C. The Patient Protection and Affordable Care Act ("PPACA"; Public Law 111-148) has set forth and codified under the Internal Revenue Code (IRC) §49801 the imposition of an excise tax related to employer provided health insurance plans that exceed certain value thresholds. Should any Federal statute or regulation pertaining to the IRC §49801 be mandated to take effect in during this Agreement that triggers the imposition of an excise tax with respect to any of the contractually agreed upon insurance plans offered herein, the parties agree to commence mid-term negotiations in accordance with the Municipal Employees Relations Act. During such mid-term negotiations, the parties will reopen this Article of the contract for the purpose of addressing the impact of the excise tax. No other provisions of the contract shall be reopened during such mid-term negotiations.
- D. Family members/dependents shall be defined as per the insurance carrier's Summary Booklet.

**SECTION 13.2:**

- A. The Board may change carriers for any of the above insurance provided that the coverage and benefits are substantially equal to those currently offered, and that no such change shall result in any lapse of benefits. At least sixty (60) days prior to changing of carrier, the Board or its designee shall notify the President of the Union, and the parties will meet to discuss the proposed change.
- B. If the Board and the Union are unable to agree that the changes proposed are substantially equal within sixty (60) days from notice by the Board of its intention to change carriers, the matter, at the request of either party, shall be submitted to binding arbitration. Either party may request that such arbitration be expedited under the Rules of the American Arbitration Association for expedited arbitration. No change shall be implemented prior to the completion of arbitration, if required.

**SECTION 13.3:**

The Board shall maintain a "Section 125" salary reduction agreement which will be designed to permit exclusion from taxable income of the employee's share of dependent care and life insurance premiums to the extent allowable under the IRC.

**SECTION 13.4:**

The Board reserves the right to institute cost containment measures relative to insurance coverage. Such changes may include, but are not limited to, mandatory second opinions for elective surgery, pre-admission and continuing admission review, preferred provider provisions, prohibition on weekend admissions except in emergency situations, mandatory out-patient elective surgery for certain designated surgical procedures and some or all of the requirements of the applicable insurance carrier.

## **ARTICLE 14 TUITION REIMBURSEMENT**

### **SECTION 14.1:**

Tuition reimbursement for college courses taken by Employees with at least one (1) year of seniority and advance written approval of the Superintendent will be paid at the rate of one-half ( $\frac{1}{2}$ ) the cost per credit hour, capped at  $\frac{1}{2}$  the cost for an in-state credit hour at the University of Connecticut. Only courses that are job related, as determined in the sole discretion of the Superintendent, will be eligible for approval. Such reimbursement is for tuition costs only and does not cover mileage, books or any other related expenses.

### **SECTION 14.2:**

A copy of the receipt for tuition payment and a transcript showing that a grade of "B" or better was received in the course will be a prerequisite to reimbursement.

### **SECTION 14.3:**

Reimbursement is limited to one (1) course per semester, cumulative to no more than two (2) courses per contract year.

### **SECTION 14.4:**

Should an Employee voluntarily leave the employment of the Board within two (2) years of receiving a tuition reimbursement, he/she will be required to repay the Board for such reimbursement and agrees that the repayment can be deducted from his/her final compensation from the Board.

## **ARTICLE 15 CONFERENCES**

### **SECTION 15.1:**

Upon approval by the Superintendent and subject to funding availability established by the Board, Employees may be permitted to attend job-related conferences or seminars deemed relevant by the Superintendent.

### **SECTION 15.2:**

Up to three (3) employees may be granted approval to attend a conference or seminar each school year.

### **SECTION 15.3:**

An employee who attends a conference or seminar shall prepare a written report about the conference or seminar in accordance with the Superintendent's instructions. All conference or seminar materials shall become the property of the Board.

**SECTION 15.4:**

Upon proof of payment by the Employee acceptable to the Board, the Board shall reimburse the Employee the necessary expenses incurred per approved conference or seminar for tuition and mileage.

**SECTION 15.5:**

Employees shall be paid for all hours of work required to be missed as a result of attendance at an approved conference or seminar.

**SECTION 15.6:**

Nothing herein shall be construed to require the Superintendent to approve any particular number of conferences or seminars in any year

**ARTICLE 16  
NO STRIKE OR LOCKOUT**

During the course of this Agreement, there shall be no strike, slowdown, suspension or stoppage of work authorized by the Union; nor shall there be any lockout by the Board.

**ARTICLE 17  
MANAGEMENT RIGHTS**

**SECTION 17.1:**

It is recognized that the Board has and will continue to retain, whether exercised or not, the sole and unquestioned right, responsibility and prerogative to direct the operation of the public schools in the Town of Ledyard in all its aspects including, but not limited to, the following:

**SECTION 17.2:**

It is recognized that the management of the schools, the control of school property and the maintenance of order and efficiency is solely the responsibility of the Board. Accordingly, the Board retains the right, including, but not limited to, the selection and direction of the working forces, including the right to hire, suspend, discipline or discharge for just cause, to assign, promote or transfer in accordance with the bidding provisions of this Agreement, to determine the amount of overtime to be worked and, to lay off employees because of lack of work, to decide the number and location of its facilities, stations and buildings, to determine the work to be performed within the bargaining unit, to determine maintenance and repair needs and requirements, to select, procure, design and control equipment and material, to purchase services of others, contract or otherwise, and to make reasonable rules which shall not be inconsistent with this Agreement. Except as these rights shall be specifically limited elsewhere in this Agreement, they shall be reserved for the Board and its authorized representatives.

## **ARTICLE 18 GENERAL PROVISIONS**

### **SECTION 18.1:**

During the term of this Agreement, the Board will furnish the Union with electronic access to an up-to-date seniority list for the bargaining unit on an annual basis, together with the classification and rates of pay for each Employee on such list.

### **SECTION 18.2:**

If any section of this Agreement shall be held invalid by a court of competent jurisdiction, such holding shall not affect the remainder of this Agreement, nor the context in which the invalidated section or part of a section may be inseparably connected in meaning and effect with the section or part of a section to which such holding shall directly apply.

### **SECTION 18.3:**

The Board shall provide to each Employee with electronic access to a copy of the contract.

### **SECTION 18.4:**

Employees desiring to review their official personnel folders (excepting letters of reference or recommendations from third parties including former employers) will be permitted to do so by making an appointment through the Superintendent of Schools.

### **SECTION 18.5:**

If an employee receives notice of adverse personnel action, he/she shall be afforded the opportunity to put on record in his/her personnel folder a statement in response to the notice of adverse personnel action.

### **SECTION 18.6:**

The Union may call meetings in any school building before or after regular working hours, provided such meetings do not conflict with other scheduled activities or programs. Prior approval for use of said building shall be obtained from the building principal.

### **SECTION 18.7:**

The Union staff representative who services the bargaining unit may be allowed access to any of the Employer's buildings and/or property where bargaining unit employees are working at any time during regular working hours provided that, during the regular school day, he/she shall first notify the building office of his/her presence in the building and request permission to be in the building.

### **SECTION 18.8:**

During the life of this Agreement there shall be no strike, slowdown, suspension or stoppage of work in any part of the Board's operation by the employees of this



bargaining unit, nor shall there be any lockout by the Board in any part of the Board's operation affecting employees within this bargaining unit.

## **ARTICLE 19 PENSION PLAN**

### **SECTION 19.1:**

Employees hired prior to July 1, 2013 will continue to participate in the Town Retirement plan (defined benefits). Employees hired after July 1, 2013 will only be eligible to participate in the Town of Ledyard defined contribution plan.

## **ARTICLE 20 CONTRACT INTERPRETATION**

### **SECTION 20.1:**

This Agreement may be altered or modified only by mutual written agreement signed by the parties hereto, and neither party shall request or demand any provision which will in any manner abrogate the understanding set forth herein.

### **SECTION 20.2:**

As used in this Agreement, the term "Superintendent of Schools" refers to the Superintendent or his/her designee.

## **ARTICLE 21 DISCIPLINARY PROCEDURE**

No employee shall be discharged or otherwise disciplined without just cause.

## **ARTICLE 22 DURATION**

### **SECTION 22.1:**

This Agreement shall be effective upon signing and shall continue and remain in full force and effect until June 30, 2020.

### **SECTION 22.2:**

Negotiations for a successor agreement will be conducted in accordance with the Municipal Employees Relations Act, as from time-to-time amended.

**IN TESTIMONY THEREOF**, the parties hereunto have executed this Agreement this day and year first above written.

**LEDYARD BOARD OF EDUCATION**

**LEDYARD INFORMATION  
TECHNOLOGY PERSONNEL  
LOCAL 1303 OF COUNCIL #4  
AFSCME, AFL-CIO**

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Date: \_\_\_\_\_

Date: \_\_\_\_\_

**APPENDIX A**  
**Wage Schedule**

<b>Employee</b>	<b>Position</b>	<b>2016-17</b>	<b>2017-18</b>	<b>2018-19</b>	<b>2019-20</b>
50283	Network Administrator	\$28.52	\$29.09	\$29.74	\$30.33
50278	Software/Data Project Manager	\$23.31	\$23.78	\$24.32	\$24.81
50286	Software/Data Project Manager	\$23.31	\$23.78	\$24.32	\$24.81
50282	Computer/Network Technician	\$23.31	\$23.78	\$24.32	\$24.81
50279	Computer Technician	\$17.29	\$17.64	\$18.04	\$18.40
50280	Computer Technician	\$17.29	\$17.64	\$18.04	\$18.40
50738	Computer Technician	\$16.42	\$16.75	\$17.13	\$17.47
50695	Computer Technician	\$15.56	\$15.87	\$16.23	\$16.55
	GWI	2.00%	2.00%	2.25%	2.00%

## APPENDIX B

### Biweekly Payroll Calendar 2016-17

Straight	Holiday Corrected	Pay
Friday, July 01, 2016	Friday, July 01, 2016	1
Friday, July 15, 2016	Friday, July 15, 2016	2
Friday, July 29, 2016	Friday, July 29, 2016	3
Friday, August 12, 2016	Friday, August 12, 2016	4
Friday, August 26, 2016	Friday August 26, 2016	5
Friday, September 09, 2016	Friday, September 09, 2016	6
Friday, September 23, 2016	Friday, September 23, 2016	7
Friday, October 07, 2016	Friday, October 07, 2016	8
Friday, October 21, 2016	Friday, October 21, 2016	9
Friday, November 04, 2016	Friday, November 04, 2016	10
Friday, November 18, 2016	Friday, November 18, 2016	11
Friday, December 02, 2016	Friday, December 02, 2016	12
Friday, December 16, 2016	Friday, December 16, 2016	13
Friday, December 30, 2016	Friday, December 30, 2016	14
Friday, January 13, 2017	Friday, January 13, 2017	15
Friday, January 27, 2017	Friday, January 27, 2017	16
Friday, February 10, 2017	Friday, February 10, 2017	17
Friday, February 24, 2017	Friday, February 24, 2017	18
Friday, March 10, 2017	Friday, March 10, 2017	19
Friday, March 24, 2017	Friday, March 24, 2017	20
Friday, April 07, 2017	Friday, April 07, 2017	21
Friday, April 21, 2017	Friday, April 21, 2017	22
Friday, May 05, 2017	Friday, May 05, 2017	23
Friday, May 19, 2017	Friday, May 19, 2017	24
Friday, June 02, 2017	Friday, June 02, 2017	25
Friday, June 16, 2017	Friday, June 16, 2017	26

**APPENDIX B**

**Biweekly Payroll Calendar  
 2017-18**

<b>Straight</b>	<b>Holiday Corrected</b>	<b>Pay</b>
Friday, July 07, 2017	Friday, July 07, 2017	1
Friday, July 21, 2017	Friday, July 21, 2017	2
Friday, August 04, 2017	Friday, August 04, 2017	3
Friday, August 18, 2017	Friday, August 18, 2017	4
Friday, September 01, 2017	Friday, September 01, 2017	5
Friday, September 15, 2017	Friday, September 15, 2017	6
Friday, September 29, 2017	Friday, September 29, 2017	7
Friday, October 13, 2017	Friday, October 13, 2017	8
Friday, October 27, 2017	Friday, October 27, 2017	9
Friday, November 10, 2017	Friday, November 10, 2017	10
Friday, November 24, 2017	Friday, November 24, 2017	11
Friday, December 08, 2017	Friday, December 08, 2017	12
Friday, December 22, 2017	Friday, December 22, 2017	13
Friday, January 05, 2018	Friday, January 05, 2018	14
Friday, January 19, 2018	Friday, January 19, 2018	15
Friday, February 02, 2018	Friday, February 02, 2018	16
Friday, February 16, 2018	Friday, February 16, 2018	17
Friday, March 02, 2018	Friday, March 02, 2018	18
Friday, March 16, 2018	Friday, March 16, 2018	19
Friday, March 30, 2018	Friday, March 30, 2018	20
Friday, April 13, 2018	Friday, April 13, 2018	21
Friday, April 27, 2018	Friday, April 27, 2018	22
Friday, May 11, 2018	Friday, May 11, 2018	23
Friday, May 25, 2018	Friday, May 25, 2018	24
Friday, June 08, 2018	Friday, June 08, 2018	25
Friday, June 22, 2018	Friday, June 22, 2018	26

## Appendix B

### Bimonthly Payroll Calendar 2018-19

Straight	Holiday/Weekend Corrected	Pay
Sunday, July 01, 2018	Monday, July 02, 2018	1
Sunday, July 15, 2018	Monday, July 16, 2018	2
Wednesday, August 01, 2018	Wednesday, August 01, 2018	3
Wednesday, August 15, 2018	Wednesday, August 15, 2018	4
Saturday, September 01, 2018	Tuesday, September 04, 2018	5
Saturday, September 15, 2018	Monday, September 17, 2018	6
Monday, October 01, 2018	Monday, October 01, 2018	7
Monday, October 15, 2018	Monday, October 15, 2018	8
Thursday, November 01, 2018	Thursday, November 01, 2018	9
Thursday, November 15, 2018	Thursday, November 15, 2018	10
Saturday, December 01, 2018	Monday, December 03, 2018	11
Saturday, December 15, 2018	Monday, December 17, 2018	12
Tuesday, January 01, 2019	Wednesday, January 02, 2019	13
Tuesday, January 15, 2019	Tuesday, January 15, 2019	14
Friday, February 01, 2019	Friday, February 01, 2019	15
Friday, February 15, 2019	Friday, February 15, 2019	16
Friday, March 01, 2019	Friday, March 01, 2019	17
Friday, March 15, 2019	Friday, March 15, 2019	18
Monday, April 01, 2019	Monday, April 15, 2019	19
Monday, April 15, 2019	Monday, April 15, 2019	20
Wednesday, May 01, 2019	Wednesday, May 01, 2019	21
Wednesday, May 15, 2019	Wednesday, May 15, 2019	22
Saturday, June 01, 2019	Monday, June 03, 2019	23
Saturday, June 15, 2019	Monday, June 17, 2019	24

## Appendix B

### Bimonthly Payroll Calendar 2019-20

Straight	Holiday/Weekend Corrected	Pay
Monday, July 01, 2019	Monday, July 01, 2019	1
Monday, July 15, 2019	Monday, July 15, 2019	2
Thursday, August 01, 2019	Thursday, August 01, 2019	3
Thursday, August 15, 2019	Thursday, August 15, 2019	4
Sunday, September 01, 2019	Tuesday, September 03, 2019	5
Sunday, September 15, 2019	Monday, September 16, 2019	6
Tuesday, October 01, 2019	Tuesday, October 1, 2019	7
Tuesday, October 15, 2019	Tuesday, October 15, 2019	8
Friday, November 01, 2019	Friday, November 01, 2019	9
Friday, November 15, 2019	Friday, November 15, 2019	10
Sunday, December 01, 2019	Monday, December 02, 2019	11
Sunday, December 15, 2019	Monday, December 16, 2019	12
Wednesday, January 01, 2020	Thursday, January 02, 2020	13
Wednesday, January 15, 2020	Wednesday, January 15, 2020	14
Saturday, February 01, 2020	Monday, February 03, 2020	15
Saturday, February 15, 2020	Tuesday, February 18, 2020	16
Sunday, March 01, 2020	Monday, March 02, 2020	17
Sunday, March 15, 2020	Monday, March 16, 2020	18
Wednesday, April 01, 2020	Wednesday, April 1, 2020	19
Wednesday, April 15, 2020	Wednesday, April 15, 2020	20
Friday, May 01, 2020	Friday, May 01, 2020	21
Friday, May 15, 2020	Friday, May 15, 2020	22
Monday, June 01, 2020	Monday, June 01, 2020	23
Monday, June 15, 2020	Monday, June 15, 2020	24