

LEARN
LEARN Administrators Organization
December 22, 2020

COLLECTIVE BARGAINING
AGREEMENT BETWEEN
LEARN
AND
THE LEARN
ADMINISTRATORS
ORGANIZATION

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Article 1: Recognition

- A. LEARN hereby recognizes the LEARN Administrators Organization (LAO) as the exclusive bargaining representatives of the administrator's unit, which is defined as all of those certified professional employees who are employed by LEARN, and who are eligible for membership in the administrator's unit as defined in § 10-153b(a) et seq. of Connecticut General Statutes with respect to salaries, hours, and other conditions of employment. Nothing in this clause shall alter the rights of the parties under subsequent legislation regarding the bargaining relationship.
- B. It is recognized that the LEARN will continue to retain whether exercised or not the sole unquestioned right, responsibility, and prerogative to direct LEARN in all of its aspects, including but not limited to the following: to maintain public elementary and secondary schools or programs and such other educational activities, as, in its judgment, will best serve the interests of LEARN; to give the children LEARN serves equal advantages as may be practicable; to decide the need of schools facilities; to determine the care, maintenance, and operation of buildings, lands, apparatus and other property used for school purposes; to determine the number, age, and qualifications of the pupils to be admitted into each school program; to employ, assign, and transfer administrators; to suspend or dismiss administrators of schools or programs in the manner provided by the statute; to designate the schools or programs which shall be attended by the various children LEARN serves; to prescribe the rules for the management, studies, classification and discipline for the schools; to decide the textbooks to be used; to make rules for the arrangement, use, and safe-keeping of LEARN buildings; to prepare and submit budgets. These rights, responsibilities, and prerogatives are not subject to delegation in whole or in part, except that the same shall not be exercised in a manner inconsistent with or in violation of the specific terms and provisions in this Agreement.

Article 2: Definitions

In the construction of the articles of this agreement, words and phrases shall be construed according to the commonly approved usage of language, except that terms of art, those words which have acquired special meaning in education or collective bargaining, shall be interpreted accordingly.

1. "Board" - LEARN Board of Directors
2. "Executive Director" - The Executive Director of the LEARN Regional Educational Service Center
3. "Association" - LEARN Administrators Organization

4. "Administrator" - Certified professional employee who is employed by LEARN in a position requiring the Intermediate Administration or Supervision (#092) certification, or the equivalent thereof, and whose administrative or supervisory duties shall equal at least fifty percent of the assigned time of such employee and, as such, is included in the administrators' bargaining unit as defined by Conn. Gen. Stat. § 10-153b (a). The bargaining unit shall not include employees acting as Executive Director, Deputy Executive Director, and Associate Executive Director.
5. "Executive Board" - The duly designated officers of the LAO. The Association president shall submit a list of officers of the Association to the Executive Director in September and shall keep this list current.
6. "Days" shall mean regular work days at LEARN (exclusive of holidays) as determined by the approved LEARN calendar.

Article 3: Conditions of Employment

- A. The administrative work year shall be twelve (12) months with 25 days of vacation. LEARN reserves the right to create positions with a work year of less than twelve (12) months.
- B. LEARN recognizes 13 paid holidays per the LEARN Holiday Calendar determined by the Executive Director.
- C. All administrators have up to 6 emergency/necessary or religious days as defined by the LEARN Employee Handbook.
- D. All administrators have up to 3 bereavement days as defined by the LEARN Employee Handbook.

Article 4: Grievance Procedure

- A. The purpose of this procedure is to equitably resolve any alleged breaches of this contract through open and honest discussion at the lowest possible administrative level. Both parties agree that the proceedings will be kept confidential as it is appropriate.
- B. Definitions
 1. "Grievance" shall mean an alleged violation, misinterpretation or misapplication of a specific term or terms of this contract to the detriment of an Administrator or a group of Administrators.
 2. "Administrator" shall mean any member of the bargaining unit.

3. "Grievant" shall mean the person or persons making the claim. At Level Four, Arbitration, "Grievant" shall mean Association, and only the Association may appeal a grievance to arbitration.

4. "Days" shall mean regular work days at LEARN (exclusive of holidays) as determined by the approved LEARN calendar.

C. Time Limits

1. Grievances are processed as rapidly as possible. The number of days indicated at each level shall be considered as a maximum. The time limits specified at any level may be extended by written agreement of the grievant and appropriate supervisor.

2. If the Administrator does not file a grievance within twenty (20) days after the Administrator knew or should have known of the act or conditions on which the grievance is based, then the grievance shall be considered to have been waived.

3. Failure by the grievant at any level to appeal a grievance to the next level within the specified time limits shall be considered acceptance of the decision at the level below.

4. Failure by LEARN to render a decision within the specified time limits at any level shall allow the grievant to proceed to the next level of the procedure.

D. Informal Procedure

1. An administrator who believes that he or she may have a grievance is encouraged to consult with the Association and to discuss the matter informally, with or without the assistance of the Association, with the responsible administrator in an effort to resolve the concern informally.

2. Such informal discussions shall not affect the time limits for filing a formal grievance, as set forth above

E. Formal Procedure

1. Level One - Supervisor

a. The grievant shall file a written formal grievance with the immediate Supervisor, by specifying the term or terms of the contract that the grievant believes *were* violated, misinterpreted or misapplied.

b. Within five (5) days after the receipt of the formal grievance, the immediate supervisor will set up a meeting with the grievant and with any other appropriate member of the LEARN staff who may help facilitate a resolution of the grievance.

c. The immediate supervisor shall, within five (5) days after the meeting, render his/her decision and reasons in writing to the grievant.

2. Level Two - Executive Director

a. If the grievant is not satisfied with the disposition of his/her grievance at Level One, he/she may, within five (5) days after the decision (or five days after the date on which such decision was due) at Level One, file the grievance with the Executive Director.

b. The Executive Director or his/her designee shall meet with the grievant within ten (10) days after receipt of the grievance for the purpose of resolving the grievance.

c. The Executive Director or his/her designee, within five (5) days after such meeting, render his/her decision and the reasons in writing to the grievant.

3. Level Three - Arbitration

a. If the Association is not satisfied with the disposition of the grievance at Level Two, it may, within ten (10) days after the decision of the Executive Director (or within ten (10) days after the date on which such decision was due), submit the grievance to arbitration by notifying the Executive Director of its intent to do so. If the Association and the Executive Director cannot mutually agree upon a single arbitrator to hear the grievance within three (3) days of the notice of intent to submit to arbitration, then the Association may submit the grievance to arbitration by filing a demand for arbitration under Voluntary Labor Arbitration Rules of the American Arbitration Association. The American Arbitration Association shall then act as the administrator of the procedures.

b. The arbitrator selected shall confer promptly with the Executive Director and the Association, shall review the record of prior hearings, and shall hold such further hearings as he/she shall deem requisite.

c. The arbitrator shall be bound by the Labor Arbitration Rules of the American Arbitration Association. He/she shall hear only one grievance at a time. He/she shall have no power to add to, delete from, or modify the agreement. The decision of the arbitrator shall be submitted to the Executive Director and to the Association, and subject to law, shall be final and binding.

d. The costs of the services of the arbitrator shall be borne equally by LEARN and the Association.

F. Rights of Administrators to Representation

1. No reprisals of any kind shall be taken by either party or by any member of the administration against any participant in the grievance procedure by reason of such participation

G. Miscellaneous

1. All documents, communications and records generated by a grievance shall be filed separately from personnel files of the participants.

2. Forms for filing the grievances and other necessary documents shall be maintained by the Association and the Executive Director.

3. If the grievance occurs as a result of an action by other than the administrator's immediate supervisor or affects a group or classification of administrators the grievance may be processed immediately at the level at which it occurs. In such a case, the grievance shall specifically identify the group and the alleged harm suffered by that group.

4. The Association may elect to process any grievance of any administrator or group of administrators on its own behalf at any step of the Grievance Procedure.

Article 5: Just Cause

No administrator shall be reduced in compensation, denied an increment, or suspended without reasonable and just cause. If an administrator is formally disciplined by the Executive Director or his/her designee, he/she shall receive a statement of reasons in writing.

Article 6: Salary and Payment

- A. All administrators will be paid on a biweekly basis. Employees shall be paid via electronic direct deposit into a bank account designated by the employee. Such bank account information shall be provided to the Payroll Department via LEARN Direct Deposit Form.
- B. In the event of termination of the contract of employment of an administrator through resignation, retirement or otherwise, LEARN shall pay salary earned through the date of termination on a per diem basis.
- C. In determining the initial placement on the salary schedule for administrators new to LEARN, credit may be granted for similar experience in other communities and with other RESCs or other educational agencies. The administrator shall be placed on the appropriate step of the salary schedule as determined by the Executive Director or his/her designee.
- D. If an administrator is assigned in writing by the Executive Director or his/her designee to work in an administrative position in a higher salary group than his/her regular group and said administrator works in the designated administrative position for more than ten (10) consecutive work days, then he/she shall receive pay of the higher salary group in which he/she is working commencing after the tenth (10th) consecutive work day at the salary step in the higher classification that provides a salary increase for the period ending when the administrator returns to his or her regularly-assigned position.

Article 7: Leaves of Absence

A. Pregnancy Disability Leave

Administrators shall be granted pregnancy disability leave in accordance with the law.

B. Childrearing Leave

- 1. Any Administrator shall be entitled, upon written request submitted to the Executive Director, to leave without pay, for purposes of childrearing, apart from any period of childbirth disability leave. Such employees shall be entitled to such leave for the portion of the school year in which the child is born, adopted, or fostered, and for one (1) additional school year if requested by the employee except as the Executive Director and the employee may otherwise agree.

2. Such childrearing leave shall be subject to the following conditions:
 - a. Such leave shall be without pay or benefits (except for benefits available under the FMLA). Administrators on childrearing leave may participate at their own expense in the health insurance program for active employees, provided that they pay the cost of such program in advance on a monthly basis.
 - b. Employees requesting leave shall submit not less than sixty (60) days written notice of the anticipated date of commencing such leave. Should the administrator have been on pregnancy disability leave, such childrearing leave shall commence immediately after such disability leave. Should there be changed circumstances, the employee may modify such leave, subject to the agreement of the Executive Director.
 - c. The administrator on leave shall be responsible for notifying LEARN at least thirty (30) days prior to the last day of leave of his/her intention to return to work. A failure to provide such notice shall be deemed a resignation by the administrator of his/her position with LEARN.
3. Upon return to work at the termination of childrearing leave, an administrator will be placed in the salary step effective at the time of the commencement of the childrearing leave, provided he/she returns during the same school year in which childrearing leave commenced. If the administrator returns to full-time duties in a subsequent year, and has served more than one-half of the school year, or through January 31 of the year in which the leave occurred, he/she shall be placed on the next step on the salary schedule when returning, provided a new school year has commenced. Sick leave and vacation leave earned at the commencement of the leave, and not used during the childrearing leave period, shall be credited to the administrator when he/she returns from childrearing leave.

C. Sick Leave

1. Administrators shall be entitled to sick leave with full pay up to twenty (20) working days each year. Unused sick leave shall be accumulated from year to year, so long as the administrator remains continuously in service of LEARN, up to a maximum accumulation of two hundred twenty (220) days.
2. Administrators may use up to five (5) days per year of accumulated sick leave for:

- serious illness of a parent or a family member of the household; and
- for the birth/care of a child or the placement/care of a child placed with the administrator for adoption or foster care, as defined in the federal Family and Medical Leave Act, as amended.

In extenuating circumstances, the Executive Director may grant additional days.

3. A doctor's certification may be required by the Executive Director to verify any use of sick time. Any medical expenses connected with such certification shall be paid by LEARN. LEARN will have the right to choose the physician for such certification.

D. Professional Leave

Each employee is encouraged to attend professional development conferences and/or workshops related to their professional growth and development. Requests for leave for professional development will be submitted to the Executive Director or designee for approval.

E. Vacation

All twelve-month administrators shall accrue twenty-five (25) vacation days each year. It is expected that, whenever possible, the days will be taken at a time convenient both to the administrator and the needs of the administrator's program. The request for vacation days should be submitted to the administrator's supervisor for pre-approval except in cases of an emergency. In case of an emergency, the request should be made as soon as possible. Upon termination of employment, administrators may take their accrued vacation time or be paid for any accrued unpaid days still owed to them. Vacation is prorated for a partial year of work.

LEARN will implement the following system to permit carryover of unused vacation, starting with the carryover of unused vacation days.

- If an administrator has a yearly entitlement of 25 vacation days, he or she may carry over up to 10 unused vacation days into the next year.
- In all instances, carry-over vacation days may be taken any time during the following year.
- In all instances, the carry-over will be calculated and applied automatically.

- Carry-over vacation is only good for the following year. Vacation will not accrue from year to year, such as is the case with sick leave.

F. School Closing

In the event that school is cancelled due to inclement weather, but the roads are not officially closed, Administrators shall use reasonable efforts to report to work given the travel conditions. Administrators shall be onsite for a minimum of four hours for such days to be counted as a work day, and otherwise the day shall be a vacation day or an emergency/necessary day. In the event that the Governor closes the roads or the Executive Director (or designee) closes the LEARN offices due to inclement weather, Administrators shall not report to work, and the day shall be credited as a work day.

Article 8: Insurance Benefits

- A. Group Life Insurance - Life insurance will be provided to Administrators equal to twice the employee's annual salary to the nearest thousand dollars. Administrators shall pay the same premium cost sharing as they pay for the health plan.
- B. LEARN shall offer the following coverage, subject to the conditions herein stated, to all bargaining unit employees (and their eligible dependents as defined by state and/or federal law), who may at their option participate in such coverage.
1. Health Savings Account (HSA)/High Deductible Health Insurance Plan, as summarized in Appendix B, with co-pays and deductions as noted.
 2. Plan deductibles level will be: \$2000/\$4000.
 3. LEARN contribution to the HSA will be *\$750/\$1,500 per year*.
 4. Prescription expenses are treated as any other medical expense until the deductible is satisfied. Thereafter, prescriptions are subject co-payments of \$5 Generic, \$25 Brand Preferred, \$40 brand non-preferred, up to limits of \$500/\$1,000, for total annual out-of-pocket maximums (including the deductible amounts) of \$2500/5000.
- C. All of the health insurance coverage as noted above shall be provided pursuant to a utilization management program, designed to authorize and coordinate appropriate use of services across the care continuum.

D. To be eligible to receive health and medical insurance benefits set forth in Section B above, the employee shall annually contribute the following amount for such benefits:

1. Health Savings Account/High Deductible Health Insurance Plan

The employee shall pay the following percentages of the insurance premium cost by automatic payroll deduction.

2021-2022 18.5%

2022-2023 19.5%

2023-2024 20.5%

2. Basic Dental Plan With Rider A

78% PAID Blue Cross Blue Shield Dental Insurance coverage

2021-2020 22%

2022-2023 22%

2023-2024 22%

The employee shall pay 22% of the insurance premium cost by automatic payroll deduction. Employees participating in the total medical benefit plan may elect not to participate in the dental plan. Employees who are not enrolled in the total medical benefit plan may elect participation in the dental plan with Rider A at the premium cost share noted above, if and when the plan is modified to permit such enrollment,

3. LEARN will allow access to H.S.A. account with no bank fees if reasonably possible. If access to a no bank fee H.S.A. account is not possible, the Executive Director will meet and consult with the Association.

E. Only certified professional staff who work 3 full days or 24 hours per week, or more shall be eligible for insurance benefits.

All insurance coverages shall be provided in accordance with the terms of the insurance carrier or third-party administrator administering the plan. Disputes concerning an employee's eligibility or entitlements to the benefits contained herein are matters which are to be resolved by the employee and the insurance carrier or third party administrator administering the plan and are not subject to the grievance procedure.

F. The above noted plans shall be on file in the Business Office.

- G. All insurances benefits are provided subject to and in accordance with the terms of the respective insurance carriers.

In any case where the name of a particular company or a specific plan has been used in this Article, the intent is to indicate a general type of insurance and not to establish a relationship with one particular company, any specific plan, or any cooperative group. In each case, LEARN is free to seek substantially equivalent benefits, when viewed as a whole, through other means, either in whole or in part. Other means may include insuring with other companies, self-insuring, or participating in a cooperative, consortium, or other collaborative process, such as provided under Conn. Gen. Stat. § 7-46a or otherwise allowed by law.

The Board will arrange for informational sessions with the employees covered by such insurances in order to provide for the smooth transition in the practices and procedural changes that might occur because of the change in carriers or change in administration of benefits.

- H. 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 a HDHP/HRA plan with the same deductible funding as received by HSA participants, offered on the same terms and conditions. I-IRA participants can roll over funds remaining on the I-IRA account up to the deductible or amount permitted by IRS regulations.

Article 9: Reduction in Force

- A. LEARN recognizes that from time to time it may be necessary to eliminate positions within LEARN due to declining enrollments, budgetary circumstances, changes in programs or services, or other factors beyond the control of LEARN. It is further recognized that LEARN is a unique educational agency in many ways. Of prime concern to a reduction in force are the facts that LEARN is actually an umbrella for a number of departments/programs. Individuals employed in such department/program have been hired for their unique abilities and/or experience. Further, the income for the agency comes from no single source, but is related specifically to each department/program. For the reasons stated above, LEARN will deal with the reduction in force issue on a department/program-by-department/program basis.
- B. Reduction in force pursuant to this procedure shall be effected separately within each department/program(s). For purposes of this Article, the separate offices/programs are as follows:

- The Friendship School
- Regional Multicultural Magnet School
- Riverside Magnet School at Goodwin University
- Connecticut River Academy at Goodwin University
- Marine Science Magnet High School
- Three Rivers Middle College
- Office of Teaching and Learning
- Office of Young Children and Families
- Office of Student Support Services

Any reduction in staff in department/program(s) shall first be accomplished through normal attrition, including retirement or resignations, to the extent that notice of such attrition has been given to the Board at the time that action on reductions is necessary. The lateral transfer (voluntary or involuntary) of staff members from one department/program(s) to another, where *determined* appropriate by the *Executive Director*, may also be used to minimize the impact of staff reductions. If involuntary staff reduction is necessary, not less than four (4) week's written notice will be given to the employee concerned and the following process will be used.

C. Reduction in force procedures for certified administrators are as follows:

1. Within each department/program *listed above*, the following staff pools will be created:
 - a. All non-tenured administrators in the department/program in which the position is to be eliminated.
 - b. All tenured administrators in the department/program in which the position is to be eliminated.
 - c. In reducing staff in a department/program all non-tenured administrators in the department/program shall be removed before any tenured administrators within the department/program provided that the remaining administrators are certified and qualified to do the work.
2. On the condition that the affected administrators are properly certified and qualified for the position to which he or she may be assigned, the order of layoff within the affected department/program shall be by seniority within the respective staff pools (tenured and non-tenured), provided that under no circumstances shall this procedure operate to cause a promotion (i.e., assignment to a higher salary level). For purposes of this procedure, seniority shall be defined as the uninterrupted length of time an individual is employed by

LEARN in an administrative position. Such time must be on a regular full-time basis excluding substitute work.

Subject to the foregoing and to the override set forth in Paragraph 3 below, the staff member with the least seniority in the department/program shall be laid off first (except that a tenured administrator, if qualified, shall always bump a non-tenured administrator). An administrator bumped from an administrator's position shall then be subject to the reduction in force procedures in the teacher's collective bargaining agreement in accordance with law.

3. The Executive Director or his/her designee may override seniority if these conditions exist:
 - a. The override option will insure optimum staffing vis-à-vis student needs;
 - b. The junior staff member possesses unique characteristics for the position in question. The unique characteristics shall be defined by the Executive Director or his/her designee and stated in writing to the more senior administrator who has his/her seniority overridden;
 - c. To effectuate a seniority override, the Executive Director or his/her designee shall demonstrate that the staff member retained in a position is superior in his/her qualifications and such superior qualifications are communicated in writing to those having their seniority overridden.
 - d. In exercising his/her judgment under this paragraph c, the Executive Director or his/her designee shall ask the following questions:
 - i. Is member certified for the position?
 - ii. Is member more senior than the other member in that position?
 - iii. Is member more qualified than less senior member?
 - e. The decision of the Executive Director or his/her designee to modify the strict application of seniority shall be subject to review under Connecticut General Statutes §10-151 inclusive if the affected unit member is subject to contract termination due to layoff;
 - f. The standard by which the decision of the Executive Director or his/her designee shall be judged in either grievance proceedings or in Section 10- 151 proceedings is

whether the decision to exercise the seniority override is reasonable. A decision that is reasonable shall be upheld.

4. Recall

- a. Any administrator whose contract is non-renewed or terminated pursuant to this reduction-in-force procedure shall remain on a recall list for two (2) years following the date of termination or non-renewal.
- b. If a vacancy occurs in the department/program from which the administrator was laid off, an administrator on the recall list shall be recalled to that position, provided that (1) such recall does not constitute a promotion, and (2) the Executive Director determines that the administrator is qualified for the position. In determining whether the administrator is qualified to be recalled to a vacant position, the decision of the Executive Director shall be reasonable.

Article 10: Retirement Plan and Annuity Benefit

LEARN will make available a 403(b) Savings and Retirement Plan available to all Administrators. In addition, LEARN will match up to 2.0% of salary to 403b retirement savings of all administrators actively participating in the 403(b) plan. Administrators may also choose to participate in the State of Connecticut 457 Retirement Plan.

Article 11: Tuition Reimbursement

When in the judgment of the Executive Director, the course for which reimbursement is requested will make a meaningful contribution to a more effective performance of the duties to which the Administrator is assigned, then such reimbursement shall be granted.

Courses must be completed with a grade B or higher. If a lesser mark is received and the Administrator desires, he or she may explain any extenuating circumstances to the Executive Director for his/her consideration. Courses and institutions must have prior approval of the Executive Director at least fifteen (15) days prior to the start of the course, if possible.

Graduate study reimbursement for Administrators is payable in one lump sum in the last paycheck in June. Administrators must submit an official grade report or an official transcript from the approved course and a copy of the bill for tuition fees. It is mandatory that an employee be on the staff at the time of payment in order to receive any of the above reimbursements. Tuition reimbursement for Administrators will be based on a maximum of 50% of tuition to a maximum of 30% of the UCONN graduate tuition rate for a course with the same number of credits.

Article 12: Mileage Reimbursement

All administrators covered by this Agreement who are required to use their own personal transportation for work purposes shall be reimbursed at the IRS rate.

Article 13: Salaries

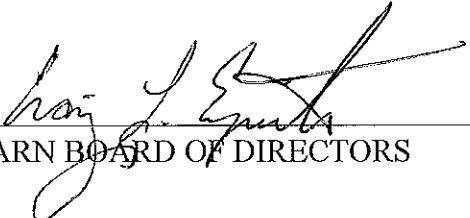
Administrators with a doctoral degree (*Ph.D. or Ed.D.*) will be given a \$2,000 stipend in addition to their salary according to step placement *as set forth on the salary schedule.*

Article 14: Severability

In the event that any provision or portion of this Agreement is ultimately ruled invalid for any reason by an authority of established and competent legal jurisdiction, the balance and the remainder of this Agreement shall remain in full force and effect.

Article 15: Duration

This agreement shall become effective July 1, 2021, and shall be in full force and effect until June 30, 2024, inclusive.

12/23/2020 BY: 
Date LEARN BOARD OF DIRECTORS

12/22/2020 BY: 
Date LEARN ADMINISTRATORS ORGANIZATION

APPENDIX A
SALARY SCHEDULE 2021-2024

	1	2	3	4	5	6
CTRA Principal	138,000	141,450	144,986	148,611	152,326	156,134
MSMHS Principal	131,000	134,275	137,632	141,073	144,599	148,214
TRMC Principal	110,000	112,750	115,569	118,458	121,419	124,455
Director of Specialized Programs	131,000	134,275	137,632	141,073	144,599	148,214
Middle Grades Director	117,300	120,233	123,238	126,319	129,477	132,714
CTRA Adv Man	117,300	120,233	123,238	126,319	129,477	132,714
CTRA AP	117,000	119,925	122,923	125,996	129,146	132,375
MSMHS AP	99,450	101,936	104,485	107,097	109,774	112,519
RMS Principal	134,000	137,350	140,784	144,303	147,911	151,609
LEARN Elem Principals - TFS	127,300	130,483	133,745	137,088	140,515	144,028
LEARN Elem Principals - RMMS	127,300	130,483	133,745	137,088	140,515	144,028
RMS Elem AP	107,000	109,675	112,417	115,227	118,108	121,061
Elementary Assistant Principal - RMMS	101,650	104,191	106,796	109,466	112,203	115,008
Elementary Assistant Principal - TFS	101,650	104,191	106,796	109,466	112,203	115,008
Directors/Supervisors						
Director of Special Services	135,000	138,375	141,834	145,380	149,015	152,740
Director of Curriculum and Instruction	117,000	119,925	122,923	125,996	129,146	132,375
SSS Supervisor	105,473	108,110	110,813	113,583	116,422	119,333

- Administrators shall move one step each year if they served on the previous step at least one-half of the preceding school year. Salaries for Administrators who have reached Step 6 and Administrators who would otherwise not receive a 2% increase in moving to Step 6 will receive a salary increase of 2% each year as a “red-circle” (off-the schedule) salary rate.
- Administrators with an Ph.D. or Ed.D. degree will receive an annual stipend of \$2,000.
- The Safety and Security Officer shall receive an annual stipend of \$2,500.

MEMORANDUM OF AGREEMENT

In the recently-concluded negotiations, the LEARN Board of Directors and the LEARN Administrators Organization agreed as follows:

1. The Safety and Security Officer is a bargaining unit position, and in recognition of his or her additional duties, the incumbent shall receive an annual stipend of \$2,500.
2. Responsibility for facilitating the following activities is not considered bargaining unit work, but is currently assigned to a member of the bargaining unit. Absent cause for removal, LEARN shall continue to assign such responsibilities to the incumbent, who shall receive the specified annual stipend for serving in the following positions.
 - Eastern Connecticut Principals & APs Roundtables \$2,500
 - Shoreline Principals & APs Roundtables \$2,500
 - School Counselors MA & HS Roundtables \$2,500

When the incumbent terminates service in one or more of these positions, LEARN reserves the right to make other arrangements outside of the bargaining unit to fulfill such responsibilities

LEARN BOARD OF DIRECTORS

LEARN ADMINISTRATORS ORGANIZATION

By Katherine Finn 12/23/2020 RH 12/22/2020
Date Date

