

MANCHESTER SCHOOL DISTRICT

Manchester Board of School Committee

&

Manchester Education Association

3/12/20

TENTATIVE AGREEMENT

ARTICLE ONE
RECOGNITION

A. For purposes of collective negotiation, the Board recognizes the Association as the bargaining representative of the following certificated or licensed employees of the School System of Manchester.

All ~~full-time classroom~~ teachers including teachers of art, music, physical education, the learning disabled, licensed or certified speech and language specialists/pathologists, hearing specialists, licensed occupational therapists, physical therapists, reading/math supervisors, Elementary Teaching Assistant Principals, ~~Guidance~~ Counselors, School Psychologists, Librarians/Media Specialists, Building Level Instructional Leaders, Student Assistant Coordinators, Certified Social Workers, and permanent replacements or permanent additions hired pursuant to the first paragraph of Article Nine, Section A.4.

ARTICLE FIVE
SALARIES AND OTHER COMPENSATION

A.1. Effective upon ratification, salaries shall be awarded in accordance with the attached salary scales as set forth in Appendix H. ~~For the 2015-2016 school year, no additional steps shall be awarded.~~ Steps shall be awarded for eligible employees in the following years of this contract. The BLIL plus rate shall be .14 as previously agreed.

B. Teachers' salaries shall be payable in equal installments every other Thursday throughout the school year, beginning on the second Thursday after Labor Day. Teachers shall continue to receive a bi-weekly pay check until the 26th payment has been made. **Employees who opt for direct deposit shall not receive a paper copy. All direct deposit information will be mailed electronically to employees.**

D. 1. The compensation for all teachers working in CTE food service, placing students in jobs, and instructing night school, after school, and summer school, shall be \$25.00 per hour.

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D. 2. The Board agrees to offer detention hall supervision to teachers, who will be compensated therefore in the amount of \$16.15 per session. If no teachers volunteer for detention hall supervision, then the ~~Board~~ **building administrators** may assign non-bargaining unit members to perform this duty.

E.1. Participation in the following extracurricular activities will be compensated as follows:

Extracurricular Activities (See Appendix A)

A committee comprised of equal numbers of administrative and union personnel shall be formed to study extra-curricular stipends to ensure equity in the payment thereof and shall take into consideration size of student membership, time demands, and other factors related to teacher effort. The committee shall make recommendations to the Manchester Board of School Committee and Union for such changes as may be mutually agreed.

E. 2. The Board shall offer the following athletic activity positions, according to the provisions outlined in Appendix C at a stipend not to exceed the rates set forth by the Board of School Committee (BOSC Athletic Committee). Bargaining unit members in athletic activity positions at September 1, 2004 shall be grandfathered from this requirement so long as they remain in that assignment.

High School:

- Athletic
- Coordinators
- Head
- Football
- Assistant
- Football
- Assistant
- Football
- Freshman
- Football
- Head
- Basketball
- Jr. Varsity Basketball
- Freshman Basketball
- Unified Basketball**
- Cross Country ~~grades 6-12~~
- Volleyball
- J.V. Volleyball
- Golf

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Varsity
Hockey
Assistant
Hockey
Varsity
Wrestling
Assistant
Wrestling
Swimming
Alpine
Skiing
Nordic
Skiing
Varsity
Basebal
l
J. V.
Basebal
l
Softball
J.V. Softball
Indoor Track
Indoor Track Assistant
Outdoor Track
Assistant Outdoor Track
Tennis
Cheerleaders (Fall &
Winter)
Field Hockey
J.V. Field Hockey
Varsity Lacrosse

Middle School:
Middle School
Basketball
Middle School Cross Country
Middle School Field Hockey
Middle School Outdoor Track
Middle School Soccer*
Middle School Volleyball

Elementary School:
Elementary Basketball*

*Contingent on Non-District funding.

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H. 1 Teachers who lose a preparation period because they cover for absent faculty members shall be paid **per period** at ~~an hourly~~ the rate of 1/1000 of the base salary.

~~I. The Board agrees to maintain a Dependent Care Reimbursement Plan, A Premium Conversion Plan and Health Care Reimbursement Plan in accordance with current federal laws and regulations. The Plans will be maintained for the benefit of the members of the bargaining unit as long as they are approved by the Internal Revenue Service and in compliance with applicable Federal laws and regulations.~~

~~J. Effective as soon as practicable after the signing of this Agreement, Subject to reimbursement by the insurance company of the School District's actual expenses to implement and administer the program, the Board agrees to establish a payroll deduction option for the ESP insurance plan. Participation in this insurance plan will be voluntary.~~

K. Benefits for part time employees shall be prorated in accordance with the current practice.

ARTICLE SIX INSURANCE

The Board agrees to provide Hospital/Medical Insurance coverage as set forth below:

~~A.1 Effective upon implementation,⁺ the District shall pay ninety percent (90%) of the monthly premium of the BCBS Lumenos HSA Plan, which description is attached hereto as Appendix G and shall include a \$2000/\$4000 plan year deductible.~~

~~Effective July 1, 2016, the District shall pay eighty seven and one half percent (87.5%) of the monthly premium of the BCBS Lumenos HSA Plan, which description is attached hereto as Appendix G and shall include a \$2000/\$4000 plan year deductible.~~

~~Effective July 1, 2017,~~ **Effective July 1, 2020,** the District shall pay eighty five percent (85.0%) of the monthly premium of the BCBS Lumenos HSA Plan, which description is attached hereto as Appendix G and shall include a \$2000/\$4000 plan year deductible.

A.2. The Board agrees to offer the following "optional" Hospital/Medical Insurance coverage:

- a. **BC/BS POS Site of Service \$1500 as set forth in Appendix G.**
- b. **BC/BS HMO Site of Service \$1500 as set forth in Appendix G.**
- c. **BC/BS HMO Site of Service \$250 as set forth in Appendix G.**

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~~Effective upon implementation the District shall pay ninety percent (90%) of the monthly premium or ninety percent (90%) of the Lumenos HSA plan premium, whichever is less, towards the above referenced optional plans.~~

~~Effective July 1, 2016, the District shall pay eighty seven and one half percent (87.5%) of the monthly premium or eighty seven and one half percent (87.5%) of the Lumenos HSA plan premium, whichever is less, towards the above referenced optional plans.~~

Effective July 1, 2021, the District shall pay eighty two and one half percent (82.5%) of the monthly premium or eighty five percent (85%) of the Lumenos HSA plan premium, whichever is less, towards the above referenced optional plans.

D. The Board shall provide coverage under Delta Dental Insurance Plan Coverage A, 8, and C as agreed by the parties. ~~Effective December 1, 2016,~~ **July 1, 2021**, the Board shall pay an amount not to exceed ~~eighty three percent (83%)~~ **eighty percent (80%)** for the coverage selected by the parties.

F. ~~The School District will pay four thousand dollars (\$4,000.00), per full plan year (July 1 through June 30), prorated for non-enrollment of less than one plan year (not available to those who have received HSA contributions in the same plan year), to any bargaining unit member who declines to exercise his/her right to health insurance coverage under the School District's or City's plan and who also provides satisfactory evidence that he/she has valid alternative health insurance coverage elsewhere (alternate coverage must not be through the School District or the City of Manchester), provided the number of new employees opting out (as compared to the number of employees that opted out in the FY2015 plan year) makes the increase in the opt out payment cost neutral or positive to the District for that year. An additional 40 teachers would have to opt out in addition to the 120 currently opting out. If an employee selects this option, he/she shall not be entitled to re-enroll except during the next annual open enrollment period, except if the employee encounters a "qualifying event." Such opt out payment shall be paid during the last pay period of the school year.~~

~~In the event that the District does not obtain "cost neutral or positive" in the first year of the agreement, criteria: The number of new employees opting out (as compared to the number of employees that opted out in the previous plan year) makes the increase in the opt out payment cost neutral or positive to the District for that year. A total of 160 teachers opting out will be required to be "cost neutral" in the first three years of the contract. Thereafter, the 160 threshold is no longer applicable provided cost neutrality has been established in the prior year.~~

~~If a member opts out and then is notified that the District did not meet the threshold for "cost neutral or positive" for the applicable year, that bargaining unit member shall have the opportunity to reenroll in the health insurance and select a plan offered by the District.~~

~~A unit member is eligible for this incentive each year provided the applicable threshold for payment is met.~~

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H. The Board agrees to maintain a Section 125 Dependent Care Reimbursement FSA Plan, A Premium Conversion and Health Care Reimbursement FSA Plan in accordance with current federal laws and regulations. The Plans will be maintained for the benefit of the members of the bargaining unit as long as they are approved by the Internal Revenue Service and in compliance with applicable Federal laws and regulations.

ARTICLE SEVEN

PROFESSIONAL DEVELOPMENT LEARNING AND EDUCATIONAL IMPROVEMENT

A.6. Should unexpended funds be available at the close of the current fiscal year, teachers may be reimbursed for additional expenditures for staff development after their original allocation of \$750 is exhausted. Teachers will be reimbursed based on the date of submittal to the District Office. Requests for additional funds under this paragraph must be received in the District office by June 1. The staff development must have received prior approval of the Principal and Superintendent. In no case will the reimbursements exceed the total allocation for the given fiscal year.

C. The Association and the Board shall create a joint study committee to evaluate a program to enable teachers to become credentialed by the National Board for Professional Teaching Standards. The joint study committee shall be composed of an equal number of members representing the Association and the Board. The committee shall issue its recommendations to the Association and the Board no later than ~~May 31, 2020~~. December 20, 2020

D. The District shall fund \$40,000 in FY 21, and \$50,000 in FY22 and \$60,000 in FY23 for student loan repayment stipends. Any teacher hired at step one after July 1, 2020, may participate in a voluntary student loan repayment incentive program. To enroll in this program, the teacher must agree to work for the District for a minimum of three years from the date of application. Upon enrollment, the teacher shall be eligible to receive \$1000.00 per year towards repayment of that teacher's student loans for three years. Payment shall be made during the last pay period of the school year. Teachers enrolled in this program must indicate by April 30th their willingness to accept a contract for the ensuing year. Teachers that do not accept a contract for the ensuing year shall forfeit any student loan stipend payable thereafter. If there are not enough first year employees that apply, second and third year teachers may apply. If more teachers apply then the money budgeted will allow, enrollment shall be determined by lottery.

ARTICLE EIGHT

RETIREMENT SUPPLEMENT

A teacher with twenty (20) years of service in the District who retires under the New Hampshire Retirement System and receives benefits from same at the time of separation from the District shall receive at the time of separation a payment of \$7,000 provided the teacher gives notice, no

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later than the preceding December 31, of their intention to retire, except in the case of disability retirements. **Notwithstanding, employees wishing to retire at the end of the 2019-2020 school year may give notice no later than April 30, 2020.**

A teacher with fifteen (15) years of service in the District who retires under the New Hampshire Retirement System and receives benefits from same at the time of separation from the District shall receive at the time of separation a payment of \$5,000 provided the teacher gives notice, no later than the preceding December 31, of their intention to retire, except in the case of disability retirements.

ARTICLE NINE TEACHER EMPLOYMENT

A. 1. All newly employed or reinstated teachers shall be placed on the proper step of the salary schedule, according to their experience and education, provided that, in special instances certified to the Board by the Superintendent, the Board may pay a greater salary than the teacher would obtain if placed on the proper step of the salary schedule. To be eligible for an annual step increase, a teacher must work ~~ninety-two (92)~~ ninety-one (91) days or more of the teacher work year. Paid absences shall be counted in determining whether or not a teacher has worked ~~ninety-two (92)~~ ninety-one (91) days.

A.2. Full credit will be given for previous **relevant outside work or certified** teaching experience upon initial employment.

A. 4. Any teacher who is hired to work for a full contract year will receive full contract benefits. Any teacher who is hired to work for less than a full contract year, but is a permanent replacement or a permanent addition and contracted to begin work during the first ~~ninety-two (92)~~ ninety-one (91) days of the contract year to teach for the entire balance of the year will receive full contract benefits on a prorated basis for salary and fringe benefits. If a position becomes vacant within the first ~~ninety-two (92)~~ ninety-one (91) days of the work year and is to be vacant for the remainder of the work year, the position shall be filled by a permanent replacement. Nothing in this section shall be construed to limit the right of the Board to appoint a temporary replacement pending selection by the Board of an acceptable, qualified candidate for permanent assignment. The term "permanent" for purposes of this Section shall be interpreted to mean "for the remainder of the work year in which the vacancy occurs".

A. 5. Any teacher who is hired as a substitute or as a temporary replacement at any time during the work year or hired on any basis after ~~ninety-two (92)~~ one (91) days of the work year will be paid on a substitute pay basis during the first twenty (20) consecutive days of work, and thereafter be paid per diem based upon 1/181 of the appropriate step on the salary schedule. **Administration shall not reassign a substitute for the sole reason to avoid the payment of the per diem.** This paragraph will not preclude the Board from granting any such temporary replacement full contract rights, if the Board should elect to do so.

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A. 6. Teachers who are hired to fill a specific vacancy will be so advised that they are hired for a limited period of time by some kind of letter of transmittal and will, in all probability, receive a notice on or before May 10th that their contract will not be renewed for the following year. However, assuming their performance was acceptable, they will be given priority for any vacancies that may exist the following school year. Further, if in fact such teacher is rehired, the Association agrees that that **teacher will be placed according to District needs, especially could not complain about an "involuntary transfer"** if moved from the position the teacher occupied to some other position because the teacher then on some extended leave came back to the system to **the original that latter** teacher's former position.

A.9. If it is deemed necessary by the District to request that an employee teach a sixth class, the District agrees that it will seek to cover the sixth class only on a voluntary basis and only in place of said teacher's duty period. If more qualified employees than necessary volunteer, the position(s) will be filled based on seniority (with the most senior qualified person being given first choice of assignment). The teacher will be compensated at a rate of \$10,000 per year which shall be prorated for any portion thereof. MST has a block schedule, and as such, any ½ block course/class taught above the normal three (3) blocks shall be eligible for this provision. It is also agreed that the District may not use this method to circumvent hiring additional full-time staff, or to avoid recalling presently laid off staff. To that point, once the District recognizes the need for more than four (4) classes in one discipline at any two schools, the District agrees to employ full-time staff to meet the needs of the students of the District rather than to add additional classes to the teaching load of current employees. **Nothing herein shall be construed to require the District to make such payments associated with the creation of an Intervention block/period or any other Multi-Tiered System of Support (MTSS) so long as any teacher already teaching five classes is allowed to participate on a voluntary basis or shall otherwise be allowed to use the time for enrichment or other alternative instruction activities. Science labs are not considered a sixth class. A sixth class may also be offered under the "flexible schedule" model, whereby a traditional day employee remains on campus to teach a sixth class.**

C. 2. The length of actual service of the teachers in the Manchester School District in the following classifications shall be used to determine a teacher's seniority, provided said teacher holds New Hampshire ~~State~~ Department of Education certification in that classification:

F. Laid off teachers will be given first refusal for substitute teaching opportunities, including the opportunity to become a permanent district substitute, provided they notify the Superintendent in writing prior to the ~~students~~ third Friday in July preceding the start of the ensuing school year. The school district shall compile a list of teachers requesting this benefit and shall rank them by seniority **and provide this list to the Association President.** Teachers shall be contacted each day, if applicable, for substitute opportunities by seniority; with the most senior called first. The school district may designate an independent agency to administer this program. This benefit is limited to calls made by the school district or its designated agency. Contacts for substitutes made by principals and other authorized school personnel are not covered by this provision.

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**ARTICLE TEN
TEACHER ASSIGNMENT**

C. Wherever practicable, changes in grade assignment in the elementary schools and in subject assignment in the secondary schools will be voluntary, except in cases of emergency. **Emergency is defined as the inability of the District to fill a position, unexpected changes in student enrollment, the departure of a staff member or changes in the master schedule that occur after the start of the school term.** Assignments shall not be arbitrary or capricious. **A professional conversation between the administrator and teacher over consideration of changes in assignment will be held prior to any action. Documentation of the conversation shall be placed in the employee's personnel file. In the event the employee does not want to volunteer for the emergency change, involuntary transfer language protocol shall be triggered. Nothing herein shall be construed to impair the District's right to effectuate an involuntary transfer under Article Thirteen.**

**ARTICLE TWELVE
TEACHING HOURS AND TEACHING LOAD**

A. 1. ~~Beginning with the 2015-2016 school year,~~ The starting and dismissal times for students will be established in accordance with the schedule provided below. No change in the schedule will increase the length of the teacher day beyond said schedule.

A. 2. a. Teachers must be in their respective classrooms, or in school ~~working on~~ **engaged in** instructionally-related tasks, or at a duty station in accordance with the schedule provided below.

b. Teachers must remain in the classroom, or be in school ~~working on~~ **engaged in** instructionally-related tasks, or at a duty station in accordance with the schedule provided below. When students are dismissed earlier than the usual time, the teachers shall remain if the Principal has a previously planned activity.

c. **At the Elementary schools, staff will not be assigned duty from 8:15- 8:30, other than safety-related duties. It is not intended for this time to be used for any administration driven purpose. Safety-related duties: An appropriate number of teachers may be required to be on duty to supervise the cafeteria, bus duty and other activities which require student supervision for safety purposes. Assignment of this duty shall be voluntary in the first instance and on a rotating schedule as necessary.**

A. Pre-School (45 minute prep, 30 minute lunch)

Teacher Arrival:	9:00 AM
AM Instruction Begins:	9:15 AM
AM Student Dismissal:	11:45 AM
PM Instruction Begins:	12:45 PM

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PM Student Dismissal:	3:15 PM
Teacher Dismissal:	3:30 PM

B. Elementary Schools (w/30 minute lunch and 30 minute recess)

Teacher Arrival:	8:15 AM
Student Arrival:	8:30 AM
Instruction Begins:	8:45 AM 8:35AM
Student Dismissal:	2:50 PM
Teacher Dismissal:	3:00 PM

C. Middle Schools (w/28 30 minute lunch)

Teacher Arrival:	7:20 AM
Instruction Begins:	7:35 AM
Student Dismissal:	2:20 PM
Teacher Dismissal:	2:35 PM

D. High Schools

Teacher Arrival:	7:38 AM
Instruction Begins:	7:45 AM
Student Dismissal:	2:53 PM
Teacher Dismissal:	2:53 PM

B. 1. The school calendar for each school year shall be prepared during the previous year by the Board, **after and in** consultation with the Association, but will not be subject to the grievance procedure. The words "beginning of the school year" mean the first day of each school year when attendance of the members of the unit is required and the words "close of the school year" mean the last day of each school year when attendance of the members of the unit is required. Except in extraordinary situations, dates for "make up days" shall be published no later than May 1.

B. 3. Except for School Psychologists and Department Heads/Building Level Instructional Leaders, who are excluded from this Section B.3, the work year of the employees in the unit (other than new personnel who may be required to attend additional orientation sessions) will begin no earlier than September 1 and terminate no later than June 30, but will in no event be longer than one-hundred eighty-one (181) work days. The "work year" will include one hundred seventy five (175) days when pupils are in attendance and a maximum of six (6) days of which attendance by members of the unit is required. ~~Beginning in the 2015-2016 school year,~~ The Manchester School District will schedule an 175-day academic calendar that extends daily instructional time for students and meets the instructional hours standards of the N H State Board of Education (Ed. 306.18 - School Year). The District shall craft a calendar which provides for a 175-day academic year and includes thirty (30) additional hours of instruction for the purpose of ensuring that hours lost due to inclement weather are reclaimed for up to five (5) full day emergencies including the cumulative losses from partial day emergencies (delayed opening and/or early dismissals). The remaining thirty (30) hours required by law, if needed due to additional emergencies beyond the first thirty (30) embedded hours, will be accounted for in the form of up to five (5) additional school days reserved at the end of the school year.

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Members of the unit may be required to participate in in-service training programs as follows:

Two professional development/in-service days prior to the start of the student school year. The first will be determined by the administration, the second will solely be for teacher preparation of the classroom and materials. Notwithstanding anything herein to the contrary, the first professional development day may be scheduled on the last workday in August given the anticipated student start date.

Two professional development/in-service days (Primary Election Day and/or on General Election Day and such other days determined by the administration), one of which shall be set aside for self-directed professional development in order to allow individual unit members to pursue or further their individual learning goals.

Two professional development/in-service days at the end of the student school year, the first will be determined by the administration, the second day will solely be for teachers to complete end of the year requirements and clean-up of the classroom and/or materials.

Notwithstanding the foregoing, and only for the 2020-21 fiscal year, the District may schedule up to three (3) additional mandatory professional development days, the scheduling of which shall be done in consultation with the MEA, and all teachers in attendance will be compensated for each professional development day based upon their contracted rate divided by 181.

B. 4. Department Heads/Building Level Instructional Leaders at ~~senior~~ high schools will process or will make necessary arrangements to process all invoices and inventory new books, equipment and supplies relative to their departments, before July 15, August 15, and one week before the opening of school.

C. 1. All teachers will have a duty-free lunch period of **at least thirty (30) minutes per day**. ~~Elementary teachers shall have lunch period of thirty (30) minutes. Middle school teachers will have a lunch period of twenty eight (28) minutes. High school will have a lunch period of at least 50 minutes.~~

E. **The following applies to the first five school cancellation days in the event that school is cancelled on a day when the employee has a scheduled day off:**

- 1. Personal leave day shall be restored if requested with an explanation that the personal, legal business, household or family matter could not be completed by the employee. This request shall occur within 25 school days. All other provisions of Article 21 A.1 will continue to apply.**
- 2. Sick days shall be restored, subject to verification, in accordance with Article 20 A.2. All other provisions of the CBA language regarding sick days will apply.**
- 3. No days will be drawn from sick bank on any school cancellation day.**

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4. Professional days will be restored if the employee is unable to attend.
5. Additional days may be requested for bereavement according to Article 21 D.

Restoration of any type of days shall be immediate or as soon as reasonably possible.

ARTICLE FIFTEEN TEACHER EVALUATION

C.2. A teacher's personnel file will be cleared of documented verbal warnings after a period of **eighteen (18) months** from the date of the warning provided there are no similar infractions committed during the intervening period.

C. 3. A teacher's personnel file will be cleared of written reprimands after a period of ~~forty (40)~~ **thirty six (36)** months from the date of the reprimand provided there are no similar infractions committed during the intervening period.

C. 4. A teacher's personnel file will be cleared of ~~reprimands and~~ suspension notices ~~that included time off without pay~~ after a period of ~~forty (40) months~~ **sixty months (60)** from the date of the ~~reprimand or~~ suspension ~~without pay~~ provided there are no similar infractions during the intervening period.

D.1 The District shall conduct an annual school survey in each school related to such areas as facilities, resources, programming, and professional learning. The results of the surveys will be used to guide the District's actions in areas of professional development and programming.

ARTICLE SIXTEEN TEACHER PERSONNEL FILES

A. 1 A teacher shall receive copies of any material which will have an effect on the teacher's evaluation placed in his or her file and the teacher shall sign a document indicating that he or she has had an opportunity to review the material. Such a signature shall only indicate that the teacher has seen the material and does not indicate agreement with the contents of such material being filed. A teacher shall have the right to write a written response to such material and request that it be attached.

A. 2 Any material removed from a teacher's file ~~except as provided in Article Fifteen, B.2 and B.3~~ shall be replaced by a written dated notice stating what material was removed.

ARTICLE SEVENTEEN PERSONAL AND ACADEMIC FREEDOM

C. The Board and the Association agree that academic freedom is basic to the attainment of the educational goals of the Manchester Public Schools **as set forth in District policy and/or the Employee handbook.**

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**ARTICLE NINETEEN
DUES DEDUCTION**

**"DUES AUTHORIZATION CARD"
MANCHESTER EDUCATION ASSOCIATION/NEA-NH**

NAME: ADDRESS:

~~I hereby request and authorize the Manchester Board of School Committee to deduct from my earnings in accordance with the procedure set forth in Article XVIII of the Master Agreement between the Board and the Association and transmit to the Treasurer of the Manchester Education Association/NEA-NH an amount sufficient to provide for regular payment of the membership dues, as certified by the Association for the present school year and for succeeding school years. I understand that if I wish to discontinue such deductions for any school year, I must notify the Board and the Association in writing to do so no later than sixty (60) days prior to the commencement of the school year. I hereby waive all right and claim for said monies so deducted and transmitted in accordance with this authorization, and relieve the Board and all its officers from any liability therefore.~~

~~Teacher's Signature~~

~~DATED: _____~~

In accordance with MEA bylaws, membership in the MEA is continuous. This means that your membership will be carried over from year to year unless you terminate membership via written notice to the MEA Vice President in accordance with the MEA Bylaws.

_____ I wish to be a member of the Manchester Education Association

Membership in the MEA means you are responsible for paying annual membership dues. The amount of dues owed to MEA is reflected on the first sheet of this notice under "local dues." This amount may be increased through the process outlined in the MEA by-laws. Members who cancel their membership via the MEA bylaws after June 30 of the upcoming school year are responsible for the entire MEA dues amount for that year although they are not required to stay members of the MEA.

_____ Yes, I understand and agree: 1) annual MEA membership dues may change from year to year; 2) dues may be paid annually or incrementally, however, the financial obligation for membership is an annual fee and any cancellation after June 30 of the upcoming school year will result in a full dues obligation for the remaining portion of that school year.

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D. If paragraphs ~~F-H-E-G~~ below are deemed illegal, any employee who is in the bargaining unit and is not a member of the Association but wishes to be represented by the Association in grievances shall assume full financial responsibilities as to the actual costs of processing the grievances. Collection of such fees shall be the sole responsibility of the Association. Should there be a dispute between an employee and the Association and/or the Board, relating to such grievances or costs, the Association agrees to defend, indemnify and hold the Board harmless in any such dispute.

ARTICLE TWENTY SICK LEAVE

A. 1. A teacher shall earn sick leave at the rate of one and one-half (1-1/2) days at the beginning of each month of employment from September 1 through and including June 1 of the school year, provided, however, that a teacher shall not accumulate more than fifteen (15) sick leave days during the entire year. **Employees in their first year of employment shall receive their fifteen (15) sick days at the start of the school year, or prorated based on their start date. Subsequent years shall accrue on a monthly basis.**

B. The Parties acknowledge that the students of the District benefit from having the classroom teacher present for each school day. Excessive teacher absences impair the continuity of instruction and degrade the overall quality of the education the students of the District receive. Both the District and the Association have a responsibility and a vested interest in ensuring the students of the District receive the highest quality public education. The District and the Association hereby pledge their joint commitment to reducing excessive absenteeism. Accordingly, the Administration and the Association shall develop joint messaging to teachers no later than July 1, 2020, reflecting that effective teaching requires continuity of instruction and the elimination of excessive absenteeism is a shared goal.

The Administration and the Association shall evaluate any resultant reductions in sick leave from September 1, 2020, through April 15, 2021. If there is a minimum of a five percent (5.0%) reduction in routine sick leave (non-FMLA etc.) as compared to the same period in the prior school year, then the parties will continue their efforts to reduce excessive absenteeism through messaging during FY22. If the routine sick leave use does not drop by a minimum of 5.0% as set forth above, the District shall have the right to reopen the contract relative to cost items and sick leave.

Given the importance of minimizing excessive absenteeism, it is agreed that employees deemed to have abused sick leave may be disciplined.

C. A teacher who retires under the New Hampshire Retirement System and receives benefits from the same at the time of separation from the Manchester School District shall receive a payment for unused accrued sick leave up to a maximum of ninety (90) days provided he/she has

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twenty (20) years of combined service and gives notice of his/her intention to retire, except in the case of disability retirements.

The eligibility requirements are:

1. For teachers hired prior to September 1, 2004, qualifying service will continue to be determined as it has in the past.
2. For teachers hired on or after September 1, 2004, qualifying service is limited to full time employment with the Manchester School District, provided that the teachers have at least ten (10) years of creditable service in the New Hampshire Retirement System.

The maximum amount paid shall not exceed ninety (90) times the per diem rate for the maximum Doctoral step.

A teacher who retires under the New Hampshire Retirement System and receives benefits from the same at the time of separation from the Manchester School District shall receive a payment for unused accrued sick leave up to a maximum of sixty (60) days provided he/she has fifteen (15) years of full time service in the Manchester School District and gives timely notice of his/her intention to retire, which in the case of disability retirements shall be waived.

F. Sick Leave Bank

The Board agrees to establish a Sick Leave Bank to cover teachers in the event of a long-term illness. The Sick Leave Bank shall be administered by a committee, hereinafter called the "Administrative Committee," composed of three (3) members of the Association appointed by the President and ~~one (1)~~ **three (3) members** appointed by the Superintendent. Each member shall serve for one (1) year and until a successor shall be appointed. The Administrative Committee shall meet at least monthly. A majority of the members present shall constitute a quorum and a majority vote of those present and voting shall decide all questions. **Except in the case of school vacations, sick bank determinations shall be made within five school days of the request with necessary related documentation.**

Each teacher wishing to be covered agrees to donate one (1) day from the fifteen (15) days that teacher is allowed to accrue in a one-year period to be deposited in said Bank, such day to be deducted from the teacher's annual sick leave.

Guidelines for application by a member to the Sick Leave Bank shall be determined by the Administrative Committee and published by said Administrative Committee. **These guidelines shall be made available to all employees who contribute to the sick bank and posted in the Employee Handbook.**

ARTICLE TWENTY ONE

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3-21-20

SLB
3/21/20

TEMPORARY LEAVES OF ABSENCE

A. 1. Two (2) days leave of absence for personal or legal business, household or family matters or for the observance of religious holidays. A teacher desiring such leave must request the leave five (5) school days prior to the leave day. In the event of an emergency, the teacher will follow the normal sick leave procedure for calling in. Leave of absence for personal or legal business, household or family matters are to be used for sound, pressing and unavoidable reasons only. Such leave cannot be used to extend a vacation week or a long weekend. Long weekends are defined as a Monday or Friday or Thanksgiving break when schools are closed to celebrate a holiday. The proper use of leave of absence for personal or legal business, household or family matters or for the observance of religious holidays may be subject to verification provided that the Superintendent has a bonafide reason to believe that the day was not taken in compliance with the aforementioned provisions. **Additional personal days may be granted by the Superintendent in the event that both personal days are used for work restricted religious observances.**

E. Military Reserve Training Leave - Military reserve training leave, with pay, will be available to a teacher up to a maximum of ten (10) working days during the contract year if such training is unavoidable and required by the military and if such training is not available during non-school days, two (2) days of which shall be charged as personal leave as set forth in Section A. of this Article. ~~If a teacher does not have all two (2) personal leave days available at the time military reserve training leave is taken, then the teacher shall pay the cost of the substitute teacher for those days for which personal leave is not available up to a maximum of two (2) days.~~

~~H. — One day leave of absence, deducted from sick leave, may be used for the observation of a religious holiday, which is celebrated when school is in session. The use of such a day shall not disqualify a person from earning a sick leave incentive day as set forth in Article Nineteen D.~~

H. **Unless otherwise agreed, if Good Friday falls on the day before the start of April school vacation, the school calendar shall reflect that it is a non-school day.**

ARTICLE TWENTY TWO EXTENDED LEAVES OF ABSENCE

C. Military leave, without pay or any other benefits, of up to ~~two (2)~~ **four (4)** years will be granted to any teacher who is inducted or enlists, **or is called to active duty** in any branch of the Armed Forces of the United States. Upon return from such leave, a teacher will be placed on the salary schedule at the level which would have been achieved had that teacher remained actively employed in the system during the period of the teacher's absence.

~~I. — A teacher on leave of absence without pay shall not be denied the opportunity to substitute in the School District by reason of the fact that the teacher is on such leave of absence.~~

3-21-20

Self 3/21/20

E.9. Unless otherwise agreed, resolutions to grievances, including settlements shall be implemented within 30 school days of the resolution/settlement.

**ARTICLE TWENTY SIX
GENERAL**

- ~~C. Copies of this Agreement will be printed at Board expense and a copy given to each teacher. A copy of this Agreement shall be posted on the District website and shall be electronically accessible to all unit members.~~
- G. The Board shall immediately notify in writing the Association if it enters into any discussions concerning restructuring the schools with the intent of establishing a new successor employer ~~or management system.~~
- H. A committee shall be established comprised of two school board members, two members appointed by the superintendent and four members appointed by the Association to study extracurricular stipends. The committee shall recommend any changes by December 1, ~~2016.2020~~ The recommendation shall be submitted to the Board of School Committee and Association for ratification as required by law. If ratified and funded, the changes shall be implemented at the beginning of the ~~2016-2017~~ **2020-2021** school year.
- I. **The Association shall have the right to reopen the cost items set forth in this contract for FY22 in the event the State of New Hampshire increases Adequacy Aid or Stabilization Funds to the Manchester School District beyond any single biennium (on a sustained, ongoing and dependable basis and with other than one-time funds), by an annual amount that equals or exceeds Five Million Dollars (\$5,000,000.00).**

**ARTICLE TWENTY SEVEN
DURATION**

The provisions of this Agreement shall be effective ~~as of July 1, 2015~~ as of _____, unless otherwise indicated within this Agreement, and will continue in full force and effect through June 30, ~~2018-2023~~, and thereafter will automatically renew itself each year unless by December 1, ~~2017~~ **2022**, or December 1 of any succeeding year, thereafter, either party gives written notice to the other of its desire to modify or terminate this Agreement for the ~~2022-2023~~ ~~2018-2019~~ school year or thereafter.

JCA
3-21-20

SEM
3/21/20

**APPENDIX D
JOB SHARE
AGREEMENT**

The Manchester School District recognizes (teacher) and (teacher)
(hereinafter referred to collectively as "Teachers") wish to engage in a **job sharing arrangement of for one** full-time teaching position at (school)
_____ for the _____ School Year.

The terms of the agreement are listed below:

1. ~~Teacher _____ and Teacher _____~~ **The Teachers** agree to share one full-time teaching position. There will be ~~an even 50/50~~ a split of the responsibilities that would normally fall under one full-time position. **Dependent on need, alternative splits other than 50/50 may be made.** Said parties and Principal _____ Name _____ will work out the exact scheduling details of the split.
2. Teachers will each be compensated **50% in proportion to the agreed to split based upon** of their prevailing wage step. Since both teachers will be working for a full year, they will receive their step increase.
3. ~~As a recognized job share~~ **To the extent permitted by law**, both teachers will be able to maintain membership in the New Hampshire Retirement System at ~~a 50%~~ **at the agreed to split/rate.**
4. Medical and dental coverage will continue uninterrupted. **Unless otherwise agreed**, the Teachers share will be 50% of the District's share plus the regular employee share.
5. Sick leave and personal days will accrue. One day for the purpose of this job share is equal to ~~one half (1/2) day or~~ **the proportionate number of hours based upon agreed to split percentage.**
6. Seniority will be maintained.
7. Both teachers are to attend parent conferences, faculty meetings and workshops when they are given advanced notification of such meetings and workshops.
8. Both teachers agree to this job share arrangement for the School Year _____. If one of the teachers chooses to end this agreement, then the remaining teachers will be given the following choices before any action can be taken:

Jos
3-21-20

SMT
3/21/20

a. To remain in a job share situation if another job share partner is identified

b. To accept the position full time.

9. Agree that if one (1) teacher in job share declines district insurance (medical and/or dental), the other will have the option of taking dental insurance at 80% / 20 % and/or medical insurance at 82.5% / 17.5%.

I agree to the above terms of the Job Share Agreement:

Date

Date

COMPENSATION AND BENEFITS:

1. Each teacher would be paid ~~one-half~~ a **percentage** of their contract salary **as allocated in accordance with the agreed to split** and pro-rated for the current School Year and each would receive credit for experience and service for the year.

2. Each teacher would be eligible for one-half (**or the alternative percentage**) of negotiated benefits.

3. Each teacher would be entitled to ~~fifteen (half)~~ sick days **based upon 15 days per year and allocated in accordance with the agreed to split percentage**, pro-rated for months of service.

4. Each teacher would be entitled to ~~three (half)~~ **two** personal days, pro-rated for the year.

PROFESSIONAL DUTIES:

1. Each teacher would attend scheduled parent conferences and staffings regarding individual students.

2. Each teacher before or after school as appropriate would offer extra help for individual students, depending on their daily assignment.

3. Each teacher would attend all faculty meetings.

4. Each teacher would attend all full day workshops.

5. Duties (bus, lavatory, study hall, cafeteria, etc.) will be covered as assigned.

JCN
3-21-20

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JOB OWNERSHIP:

This job share will be re-evaluated each year and may be terminated by the employee or District at the end of the current school year. If job share terminates, teachers may re-apply for another teaching vacancy in the district, but the district is under no obligation to re-employ.

Date

Date

Superintendent of Schools

Date

for
3-21-26

sent
3/21/26

APPENDIX E
MEMORANDUM of
UNDERSTANDING Student
Code of Conduct in All Buildings

~~The Manchester School District and the Manchester Education Association agree that effective enforcement of a student code of conduct is essential to the education process and for a safe environment for all MSD employees and students. The MSD shall uniformly enforce the code of student conduct in all its buildings throughout the school district. The MSD and the MEA agree to periodically consult with each other as deemed necessary by either party for the purpose of reviewing code of conduct and student discipline issues, and the parties shall cooperate in finding mutually acceptable solutions to problems that arise in the implementation and enforcement of the code of conduct.~~

J
3-26-20

sent
3/21/20

APPENDIX H
Professional Planning Time at the Middle School Level

In order to be consistent when making references to practices at all four middle schools, common language is desired if not mandatory. For purposes of clarity, when considering periods, during which Teachers/professional staff are not assigned direct instructional duties, the following terminology has been agreed to by the MEA and the District.

Team Planning Time - A common time identified for the members of a designated core team to collaborate, plan, and/or to work on administratively assigned tasks.

Preparation Period - Time identified for all teaching/professional staff to undertake planning, preparation activities for individual instructional assignments.

It is agreed *Team Planning Time* is to be utilized for the accomplishment of several different types of activities related to the successful implementation of the Middle School core team model as well as the overall effective operation of the school.

* United Arts Teachers and other professionals, if available, are welcome to attend any activity described below related to team meetings and PLC.

The purpose of this agreement is to provide clarity for staff and administration regarding the categories of activities that are acceptable during the *Team Planning Time*. The examples below are not to be considered exclusive or to represent an exhaustive list.

It is agreed that the time designated as the *Team Planning time* may include expectations in three significant categories; *

1. Team Meetings
2. Assigned duties
3. Professional Learning Community related activities.

The following ratio of time allotted to the three categories shall be a general guide only: *Team Meetings* - 40%; *Assigned Duties* - 40%; *Professional Learning Community-related activities* - 20%.

Examples of activities that can be included in each category include but are not limited to:

Team Meetings (needs to be documented with all professionals)	Assigned Duties (which does not include covering classes)	Professional Learning Community - related Activities(PLC)
---	---	---

JS
3-26-20

set
3/21/20

attending signing in)		(needs to be documented with all professionals signing in)
IEP Meetings; Disposition, manifestation, review, etc.	Student supervision of common areas; office duty; library duty, etc.	Assessment / data collaboration
504 Meetings; disposition, review, etc.	Supervised Study/Guided Study	Training of new materials and curriculum
Attendance Review and intervention	Special projects determined by the administrator and teacher	Book studies
Conduct Review and intervention		Collaborative sharing of new instructional models and materials
Integrated curriculum planning		Discussion related to professional practices
Assessment / Data collaboration		Other activities designated by the administration in collaboration with the professional staff
Advisory / Enrichment Planning		Peer mentoring/support
Family Outreach regarding academic performance, attendance or disciplinary issues.		Observations of peer instruction/work
Collaborative conversation about RtI needs and other student support interventions/case study reviews.		
Student Study Team paperwork completion and/or formal meetings.		

JL
3-26-20

SLP
3/21/20

APPENDIX I
MEMORANDUM OF UNDERSTANDING
Regarding Teaching Hours and Teaching Load

The Manchester School Board and the Manchester Education Association agree to form a joint study committee to review Article XII:A.2.g Teaching Hours and Teaching Load, relative to the principal hours. The committee will evaluate and mutually agree upon how the existing principal hours shall be utilized more efficiently for the sake of staff development workshops, curriculum reform school goals and solving school related problems.

The Association President shall appoint four (4) teachers and the Superintendent shall appoint four (4) designees. The Association President and the Superintendent shall appoint the chair, who shall convene the committee no later than October 1, 2009.

JS
3-21-20

SUP
3/21/20



Manchester School District - MEA

Estimated Impact Associated with **Implementing Non-Standard "Site of Service" and Changing Employer (**

	FY20 Estimated Costs - Without Plan or Contribution Changes			FY21 Estimated Costs - Without Plan or Contribution Changes			FY21 Estir ER Contr
	Current Enrollment	Employer Contributions	Employee Contributions	Total Cost	Employer Contributions	Employee Contributions	
HMO \$250							
Single	47	\$746.63	\$210.98	\$957.61	\$774.27	\$224.84	\$999.11
Two Person	40	\$1,458.72	\$408.44	\$1,867.16	\$1,512.62	\$435.46	\$1,948.08
Family	40	\$1,882.83	\$621.06	\$2,503.89	\$1,955.10	\$657.30	\$2,612.40
POS \$300							
Single	0	\$746.63	\$318.90	\$1,065.53	\$774.27	\$337.44	\$1,111.71
Two Person	0	\$1,458.72	\$616.34	\$2,075.06	\$1,512.62	\$652.37	\$2,164.99
Family	0	\$1,882.83	\$899.85	\$2,782.68	\$1,955.10	\$948.17	\$2,903.27
HMO \$1500							
Single	102	\$664.83	\$117.32	\$782.15	\$693.64	\$122.41	\$816.05
Two Person	75	\$1,296.29	\$228.76	\$1,525.05	\$1,352.44	\$238.67	\$1,591.11
Family	179	\$1,738.32	\$306.76	\$2,045.08	\$1,813.65	\$320.06	\$2,133.71
POS \$1500							
Single	36	\$746.63	\$145.04	\$891.67	\$774.27	\$156.04	\$930.31
Two Person	37	\$1,458.72	\$279.85	\$1,738.57	\$1,512.62	\$301.29	\$1,813.91
Family	41	\$1,882.83	\$492.69	\$2,375.52	\$1,955.10	\$523.37	\$2,478.47
HSA							
Single	115	\$746.63	\$131.76	\$878.39	\$774.27	\$136.64	\$910.91
Two Person	80	\$1,458.72	\$257.42	\$1,716.14	\$1,512.62	\$266.93	\$1,779.55
Family	222	\$1,882.83	\$332.26	\$2,215.09	\$1,955.10	\$345.02	\$2,300.12

Current contributions are set at 85%/15%, with School District liability not to exceed 85% of the HSA; POS \$300 is not 0

SJA 2/21/20

3-21-20

MEA
Tentative Agreement
3/12/2020

	Incremental (Savings) / Cost by School Year			
	<u>SY20</u>	<u>SY21</u>	<u>SY22</u>	<u>Total</u>
Operating Budget:				
Salary Increase	\$ 262,681	\$ 2,479,821	\$ 2,217,380	\$ 4,959,882
FICA/Retirement	66,852	631,114	564,323	1,262,290
Increase in Extra-Curricular & Add Pays	-	14,299	14,299	28,598
FICA/Retirement on Extra-Curricular & Add Pays	-	3,639	3,639	7,278
Increase in BA-1 Hiring Bonus	-	630	630	1,260
FICA/Retirement on BA-1 Hiring Bonus	-	160	160	321
Student Loan Stipend	-	40,000	10,000	50,000
FICA/Retirement on Student Loan Debt	-	10,180	2,545	12,725
SOS Health Changes (capped at 82.5% HSA)	-	(515,464)	-	(515,464)
Total Cost Operating Budget	329,533	2,664,379	2,812,977	5,806,889

One-Time Funds:				
One-time \$1,000 stipend to Step 15 upon ratification	421,100	-	-	421,100
FICA/Retirement on \$1,000 stipend	107,170	-	-	107,170
One-time 1.5% stipend to Step 1-14 upon ratification	620,882	-	-	620,882
FICA/Retirement on 1-14 stipend	158,014	-	-	158,014
One-time \$600 supply stipend to all	-	715,740	-	715,740
FICA/Retirement on \$600 supply stipend	-	182,156	-	182,156
3 Professional Days (ends 6/30/21)	1,189,907	1,225,072	-	2,414,979
FICA/Retirement on 3 PD Days	302,831	311,781	-	614,612
Total Cost of One-Time Funds	2,799,905	2,434,749	-	5,234,653

Total Cost of Contract	3,129,438	5,099,128	2,812,977	11,041,543
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Notes:

- (a) SY20 Salary increase reflects an increase to 11 of the 26 remaining paychecks as of 4/1/20
- (b) General Fund represents approximately 90% of total costs

Assumptions

(Proposal #13 presented on 3/6/20 with one change (SY21 \$600 supply stipend vs. \$500)

- Salary Grid resets and results in a 1.5% increase to Step 1-14 teachers, which includes the step
- One-time stipend to Step 1-14 upon ratification (equal to 1.5% of current base)
- \$1000 one-time stipend to Step 15 who did not receive a step upon ratification
- Salary Grid resets in SY21 and SY22 and results in a 3% increase to each teacher, which includes the step
- Step 1 increases by \$1,000 in SY21 and \$1,000 in SY22
- Everyone receives a step in SY21 and SY22
- Step 16 added in SY21
- Step 17 added in SY22
- \$600 one-time supply stipend to all teachers in first paycheck of SY21 (Sept, 2020)
- \$40k Student Loan Stipend added in SY21, \$50k SY22

**Manchester School District
Salary Scatter Gram
School Year 2019/2020**

	BA	BA+30	MA	MA+30	CAGS	DOC	Total
1	58.5	2	53	2	1	1	117.5
2	18.5	2	15	3	0	1	39.5
3	43	9	63.1	3.4	1	0	119.5
4	17	0	16	0	0	0	33
5	10	2	22	2	0	0	36
6	11	2	14	4	0	0	31
7	8	0	19	4	0	0	31
8	15	0	22.5	6.8	0	0	44.3
9	12	1	19	5	0	0	37
10	14	4	28	2	2	0	50
11	15	5	46	4	2	1	73
12	11	2	25	6	0	2	46
13	20	2	30	6	0	0	58
14	16	1	33	4	2	0	56
15	156.5	22	169.6	53.9	15.1	4	421.1
16							0
17							0
18							0
19							0
20							0
21							0
22							0
23							0
24							0
Totals	425.5	54	575.2	106.1	23.1	9	1192.9

School Year 2019/2020 Teacher Salary Schedule

	BA	BA+30	MA	MA+30	CAGS	DOC
1	\$ 37,250	\$ 40,230	\$ 41,720	\$ 44,700	\$ 45,445	\$ 46,563
2	\$ 39,485	\$ 42,465	\$ 43,955	\$ 46,935	\$ 47,680	\$ 48,798
3	\$ 41,720	\$ 44,700	\$ 46,190	\$ 49,170	\$ 49,915	\$ 51,033
4	\$ 43,955	\$ 46,935	\$ 48,425	\$ 51,405	\$ 52,150	\$ 53,268
5	\$ 46,190	\$ 49,170	\$ 50,660	\$ 53,640	\$ 54,385	\$ 55,503
6	\$ 48,425	\$ 51,405	\$ 52,895	\$ 55,875	\$ 56,620	\$ 57,738
7	\$ 50,660	\$ 53,640	\$ 55,130	\$ 58,110	\$ 58,855	\$ 59,973
8	\$ 52,895	\$ 55,875	\$ 57,365	\$ 60,345	\$ 61,090	\$ 62,208
9	\$ 55,130	\$ 58,110	\$ 59,600	\$ 62,580	\$ 63,325	\$ 64,443
10	\$ 57,365	\$ 60,345	\$ 61,835	\$ 64,815	\$ 65,560	\$ 66,678
11	\$ 59,600	\$ 62,580	\$ 64,070	\$ 67,050	\$ 67,795	\$ 68,913
12	\$ 61,835	\$ 64,815	\$ 66,305	\$ 69,285	\$ 70,030	\$ 71,148
13	\$ 64,070	\$ 67,050	\$ 68,540	\$ 71,520	\$ 72,265	\$ 73,383
14	\$ 66,305	\$ 69,285	\$ 70,775	\$ 73,755	\$ 74,500	\$ 75,618
15	\$ 67,423	\$ 70,403	\$ 71,893	\$ 74,873	\$ 75,618	\$ 76,735
16						
17						
18						
19						
20						
21						
22						
23						
24						

School Year 2019/2020 Cost

	BA	BA+30	MA	MA+30	CAGS	DOC	Totals
1	\$ 2,179,125	\$ 80,460	\$ 2,211,160	\$ 89,400	\$ 45,445	\$ 46,563	\$ 4,652,153
2	\$ 730,473	\$ 84,930	\$ 659,325	\$ 140,805	\$ -	\$ 48,798	\$ 1,664,331
3	\$ 1,793,960	\$ 402,300	\$ 2,914,589	\$ 167,178	\$ 49,915	\$ -	\$ 5,327,942
4	\$ 747,235	\$ -	\$ 774,800	\$ -	\$ -	\$ -	\$ 1,522,035
5	\$ 461,900	\$ 98,340	\$ 1,114,520	\$ 107,280	\$ -	\$ -	\$ 1,782,040
6	\$ 532,675	\$ 102,810	\$ 740,530	\$ 223,500	\$ -	\$ -	\$ 1,599,515
7	\$ 405,280	\$ -	\$ 1,047,470	\$ 232,440	\$ -	\$ -	\$ 1,685,190
8	\$ 793,425	\$ -	\$ 1,290,713	\$ 410,346	\$ -	\$ -	\$ 2,494,484
9	\$ 661,560	\$ 58,110	\$ 1,132,400	\$ 312,900	\$ -	\$ -	\$ 2,164,970
10	\$ 803,110	\$ 241,380	\$ 1,731,380	\$ 129,630	\$ 131,120	\$ -	\$ 3,036,620
11	\$ 894,000	\$ 312,900	\$ 2,947,220	\$ 268,200	\$ 135,590	\$ 68,913	\$ 4,626,823
12	\$ 680,185	\$ 129,630	\$ 1,657,625	\$ 415,710	\$ -	\$ 142,296	\$ 3,025,446
13	\$ 1,281,400	\$ 134,100	\$ 2,056,200	\$ 429,120	\$ -	\$ -	\$ 3,900,820
14	\$ 1,060,880	\$ 69,285	\$ 2,335,575	\$ 295,020	\$ 149,000	\$ -	\$ 3,909,760
15	\$ 10,551,700	\$ 1,548,866	\$ 12,193,053	\$ 4,035,655	\$ 1,141,832	\$ 306,940	\$ 29,778,045
16	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 23,576,907	\$ 3,263,111	\$ 34,806,559	\$ 7,257,184	\$ 1,652,902	\$ 613,510	\$ 71,170,173

SY20 Cost

**Manchester School District
Salary Scatter Gram
School Year 2019/2020**

	BA	BA+30	MA	MA+30	CAGS	DOC	Total
1	0	0	0	0	0	0	0
2	58.5	2	53	2	1	1	117.5
3	18.5	2	15	3	0	1	39.5
4	43	9	63.1	3.4	1	0	119.5
5	17	0	16	0	0	0	33
6	10	2	22	2	0	0	36
7	11	2	14	4	0	0	31
8	8	0	19	4	0	0	31
9	15	0	22.5	6.8	0	0	44.3
10	12	1	19	5	0	0	37
11	14	4	28	2	2	0	50
12	15	5	46	4	2	1	73
13	11	2	25	6	0	2	46
14	20	2	30	6	0	0	58
15	16	1	33	4	2	0	56
15A	156.5	22	169.6	53.9	15.1	4	421.1
17							0
18							0
19							0
20							0
21							0
22							0
23							0
24							0
Totals	425.5	54	575.2	106.1	23.1	9	1192.9

School Year 2019/2020 Teacher Salary Schedule

	BA	BA+30	MA	MA+30	CAGS	DOC
1	\$ 37,250	\$ 40,230	\$ 41,720	\$ 44,700	\$ 45,445	\$ 46,563
2	\$ 37,809	\$ 40,833	\$ 42,346	\$ 45,371	\$ 46,127	\$ 47,261
3	\$ 40,077	\$ 43,102	\$ 44,614	\$ 47,639	\$ 48,395	\$ 49,530
4	\$ 42,346	\$ 45,371	\$ 46,883	\$ 49,908	\$ 50,664	\$ 51,798
5	\$ 44,614	\$ 47,639	\$ 49,151	\$ 52,176	\$ 52,932	\$ 54,067
6	\$ 46,883	\$ 49,908	\$ 51,420	\$ 54,445	\$ 55,201	\$ 56,336
7	\$ 49,151	\$ 52,176	\$ 53,688	\$ 56,713	\$ 57,469	\$ 58,604
8	\$ 51,420	\$ 54,445	\$ 55,957	\$ 58,982	\$ 59,738	\$ 60,873
9	\$ 53,688	\$ 56,713	\$ 58,225	\$ 61,250	\$ 62,006	\$ 63,141
10	\$ 55,957	\$ 58,982	\$ 60,494	\$ 63,519	\$ 64,275	\$ 65,410
11	\$ 58,225	\$ 61,250	\$ 62,763	\$ 65,787	\$ 66,543	\$ 67,678
12	\$ 60,494	\$ 63,519	\$ 65,031	\$ 68,056	\$ 68,812	\$ 69,947
13	\$ 62,763	\$ 65,787	\$ 67,300	\$ 70,324	\$ 71,080	\$ 72,215
14	\$ 65,031	\$ 68,056	\$ 69,568	\$ 72,593	\$ 73,349	\$ 74,484
15	\$ 67,300	\$ 70,324	\$ 71,837	\$ 74,861	\$ 75,618	\$ 76,752
15A	\$ 67,423	\$ 70,403	\$ 71,893	\$ 74,873	\$ 75,618	\$ 76,735
17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

School Year 2019/2020 Cost

	BA	BA+30	MA	MA+30	CAGS	DOC	Totals
1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	\$ 2,211,812	\$ 81,667	\$ 2,244,327	\$ 90,741	\$ 46,127	\$ 47,261	\$ 4,721,935
3	\$ 741,430	\$ 86,204	\$ 669,215	\$ 142,917	\$ -	\$ 49,530	\$ 1,689,295
4	\$ 1,820,869	\$ 408,335	\$ 2,958,308	\$ 169,686	\$ 50,664	\$ -	\$ 5,407,861
5	\$ 758,444	\$ -	\$ 786,422	\$ -	\$ -	\$ -	\$ 1,544,866
6	\$ 468,829	\$ 99,815	\$ 1,131,238	\$ 108,889	\$ -	\$ -	\$ 1,808,771
7	\$ 540,665	\$ 104,352	\$ 751,638	\$ 226,853	\$ -	\$ -	\$ 1,623,508
8	\$ 411,359	\$ -	\$ 1,063,182	\$ 235,927	\$ -	\$ -	\$ 1,710,468
9	\$ 805,326	\$ -	\$ 1,310,073	\$ 416,501	\$ -	\$ -	\$ 2,531,901
10	\$ 671,483	\$ 58,982	\$ 1,149,386	\$ 317,594	\$ -	\$ -	\$ 2,197,445
11	\$ 815,157	\$ 245,001	\$ 1,757,351	\$ 131,574	\$ 133,087	\$ -	\$ 3,082,169
12	\$ 907,410	\$ 317,594	\$ 2,991,428	\$ 272,223	\$ 137,624	\$ 69,947	\$ 4,696,225
13	\$ 690,388	\$ 131,574	\$ 1,682,489	\$ 421,946	\$ -	\$ 144,430	\$ 3,070,828
14	\$ 1,300,621	\$ 136,112	\$ 2,087,043	\$ 435,557	\$ -	\$ -	\$ 3,959,332
15	\$ 1,076,793	\$ 70,324	\$ 2,370,609	\$ 299,445	\$ 151,235	\$ -	\$ 3,968,406
15A	\$ 10,551,700	\$ 1,548,866	\$ 12,193,053	\$ 4,035,655	\$ 1,141,832	\$ 306,940	\$ 29,778,045
17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 23,772,285	\$ 3,288,825	\$ 35,145,762	\$ 7,305,507	\$ 1,660,568	\$ 618,109	\$ 71,791,055

SY20 Full Year Cost

41,059,715

30,373,139

71,432,854

71,170,173

262,681

66,852

329,533

15 paychecks at old rate

11 Paychecks at new rate

Final SY20 Cost

SY20 Cost Current Contract

Increased Cost

FICA/Retirement (25.45%)

Total Increase

**Manchester School District
Salary Scatter Gram
School Year 2020/2021**

	BA	BA+30	MA	MA+30	CAGS	DOC	Total
1	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0
3	58.5	2	53	2	1	1	117.5
4	18.5	2	15	3	0	1	39.5
5	43	9	63.1	3.4	1	0	119.5
6	17	0	16	0	0	0	33
7	10	2	22	2	0	0	36
8	11	2	14	4	0	0	31
9	8	0	19	4	0	0	31
10	15	0	22.5	6.8	0	0	44.3
11	12	1	19	5	0	0	37
12	14	4	28	2	2	0	50
13	15	5	46	4	2	1	73
14	11	2	25	6	0	2	46
15	20	2	30	6	0	0	58
16	172.5	23	202.6	57.9	17.1	4	477.1
17							0
18							0
19							0
20							0
21							0
22							0
23							0
24							0
Totals	425.5	54	575.2	106.1	23.1	9	1192.9

School Year 2020/2021 Teacher Salary Schedule

	BA	BA+30	MA	MA+30	CAGS	DOC
1	\$ 38,250	\$ 41,230	\$ 42,720	\$ 45,700	\$ 46,445	\$ 47,563
2	\$ 38,368	\$ 41,437	\$ 42,972	\$ 46,041	\$ 46,808	\$ 47,960
3	\$ 38,943	\$ 42,058	\$ 43,616	\$ 46,732	\$ 47,510	\$ 48,679
4	\$ 41,280	\$ 44,395	\$ 45,953	\$ 49,068	\$ 49,847	\$ 51,016
5	\$ 43,616	\$ 46,732	\$ 48,289	\$ 51,405	\$ 52,184	\$ 53,352
6	\$ 45,953	\$ 49,068	\$ 50,626	\$ 53,741	\$ 54,520	\$ 55,689
7	\$ 48,289	\$ 51,405	\$ 52,962	\$ 56,078	\$ 56,857	\$ 58,026
8	\$ 50,626	\$ 53,741	\$ 55,299	\$ 58,415	\$ 59,193	\$ 60,362
9	\$ 52,962	\$ 56,078	\$ 57,636	\$ 60,751	\$ 61,530	\$ 62,699
10	\$ 55,299	\$ 58,415	\$ 59,972	\$ 63,088	\$ 63,867	\$ 65,035
11	\$ 57,636	\$ 60,751	\$ 62,309	\$ 65,424	\$ 66,203	\$ 67,372
12	\$ 59,972	\$ 63,088	\$ 64,645	\$ 67,761	\$ 68,540	\$ 69,709
13	\$ 62,309	\$ 65,424	\$ 66,982	\$ 70,097	\$ 70,876	\$ 72,045
14	\$ 64,645	\$ 67,761	\$ 69,319	\$ 72,434	\$ 73,213	\$ 74,382
15	\$ 66,982	\$ 70,097	\$ 71,655	\$ 74,771	\$ 75,549	\$ 76,718
16	\$ 69,319	\$ 72,434	\$ 73,992	\$ 77,107	\$ 77,886	\$ 79,055
17						
18						
19						
20						
21						
22						
23						
24						

	BA	BA+30	MA	MA+30	CAGS	DOC	Totals
1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	\$ 2,278,166	\$ 84,117	\$ 2,311,657	\$ 93,463	\$ 47,510	\$ 48,679	\$ 4,863,593
4	\$ 763,672	\$ 88,790	\$ 689,291	\$ 147,205	\$ -	\$ 51,016	\$ 1,739,974
5	\$ 1,875,495	\$ 420,585	\$ 3,047,057	\$ 174,776	\$ 52,184	\$ -	\$ 5,570,097
6	\$ 781,197	\$ -	\$ 810,015	\$ -	\$ -	\$ -	\$ 1,591,211
7	\$ 482,893	\$ 102,810	\$ 1,165,175	\$ 112,156	\$ -	\$ -	\$ 1,863,034
8	\$ 556,885	\$ 107,483	\$ 774,187	\$ 233,658	\$ -	\$ -	\$ 1,672,213
9	\$ 423,700	\$ -	\$ 1,095,078	\$ 243,004	\$ -	\$ -	\$ 1,761,782
10	\$ 829,486	\$ -	\$ 1,349,375	\$ 428,996	\$ -	\$ -	\$ 2,607,858
11	\$ 691,628	\$ 60,751	\$ 1,183,868	\$ 327,121	\$ -	\$ -	\$ 2,263,368
12	\$ 839,611	\$ 252,351	\$ 1,810,071	\$ 135,522	\$ 137,079	\$ -	\$ 3,174,634
13	\$ 934,632	\$ 327,121	\$ 3,081,171	\$ 280,390	\$ 141,753	\$ 72,045	\$ 4,837,112
14	\$ 711,099	\$ 135,522	\$ 1,732,964	\$ 434,604	\$ -	\$ 148,763	\$ 3,162,953
15	\$ 1,339,640	\$ 140,195	\$ 2,149,654	\$ 448,624	\$ -	\$ -	\$ 4,078,112
16	\$ 11,957,452	\$ 1,665,982	\$ 14,990,723	\$ 4,464,505	\$ 1,331,851	\$ 316,219	\$ 34,726,733
17	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Totals	\$ 24,465,558	\$ 3,385,706	\$ 36,190,287	\$ 7,524,024	\$ 1,710,377	\$ 636,723	\$ 73,912,674
							71,432,854
							2,479,821
							631,114
							3,110,935

SY21 Cost
 SY20 Cost
 Increase 3.47%
 FICA/Retirement (25.45%)
 Total Increase

**Manchester School District
Salary Scatter Gram
School Year 2021/2022**

	BA	BA+30	MA	MA+30	CAGS	DOC	Total
1	0	0	0	0	0	0	0
2	0	0	0	0	0	0	0
3	0	0	0	0	0	0	0
4	58.5	2	53	2	1	1	117.5
5	18.5	2	15	3	0	1	39.5
6	43	9	63.1	3.4	1	0	119.5
7	17	0	16	0	0	0	33
8	10	2	22	2	0	0	36
9	11	2	14	4	0	0	31
10	8	0	19	4	0	0	31
11	15	0	22.5	6.8	0	0	44.3
12	12	1	19	5	0	0	37
13	14	4	28	2	2	0	50
14	15	5	46	4	2	1	73
15	11	2	25	6	0	2	46
16	20	2	30	6	0	0	58
17	172.5	23	202.6	57.9	17.1	4	477.1
18							0
19							0
20							0
21							0
22							0
23							0
24							0
Totals	425.5	54	575.2	106.1	23.1	9	1192.9

School Year 2021/2022 Teacher Salary Schedule

	BA	BA+30	MA	MA+30	CAGS	DOC
1	\$ 39,250	\$ 42,230	\$ 43,720	\$ 46,700	\$ 47,445	\$ 48,563
2	\$ 39,398	\$ 42,467	\$ 44,002	\$ 47,071	\$ 47,838	\$ 48,990
3	\$ 39,519	\$ 42,680	\$ 44,261	\$ 47,422	\$ 48,213	\$ 49,399
4	\$ 40,111	\$ 43,320	\$ 44,925	\$ 48,134	\$ 48,936	\$ 50,140
5	\$ 42,518	\$ 45,727	\$ 47,331	\$ 50,540	\$ 51,342	\$ 52,546
6	\$ 44,925	\$ 48,134	\$ 49,738	\$ 52,947	\$ 53,749	\$ 54,953
7	\$ 47,331	\$ 50,540	\$ 52,145	\$ 55,354	\$ 56,156	\$ 57,360
8	\$ 49,738	\$ 52,947	\$ 54,551	\$ 57,760	\$ 58,563	\$ 59,766
9	\$ 52,145	\$ 55,354	\$ 56,958	\$ 60,167	\$ 60,969	\$ 62,173
10	\$ 54,551	\$ 57,760	\$ 59,365	\$ 62,574	\$ 63,376	\$ 64,580
11	\$ 56,958	\$ 60,167	\$ 61,771	\$ 64,980	\$ 65,783	\$ 66,986
12	\$ 59,365	\$ 62,574	\$ 64,178	\$ 67,387	\$ 68,189	\$ 69,393
13	\$ 61,771	\$ 64,980	\$ 66,585	\$ 69,794	\$ 70,596	\$ 71,800
14	\$ 64,178	\$ 67,387	\$ 68,991	\$ 72,200	\$ 73,003	\$ 74,206
15	\$ 66,585	\$ 69,794	\$ 71,398	\$ 74,607	\$ 75,409	\$ 76,613
16	\$ 68,991	\$ 72,200	\$ 73,805	\$ 77,014	\$ 77,816	\$ 79,020
17	\$ 71,398	\$ 74,607	\$ 76,211	\$ 79,420	\$ 80,223	\$ 81,426
18						
19						
20						
21						
22						
23						
24						

School Year 2021/2022 Cost

	BA	BA+30	MA	MA+30	CAGS	DOC	Totals
1	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4	\$ 2,346,511	\$ 86,640	\$ 2,381,007	\$ 96,267	\$ 48,936	\$ 50,140	\$ 5,009,501
5	\$ 786,583	\$ 91,454	\$ 709,970	\$ 151,621	\$ -	\$ 52,546	\$ 1,792,174
6	\$ 1,931,760	\$ 433,202	\$ 3,138,469	\$ 180,020	\$ 53,749	\$ -	\$ 5,737,200
7	\$ 804,633	\$ -	\$ 834,315	\$ -	\$ -	\$ -	\$ 1,638,948
8	\$ 497,380	\$ 105,894	\$ 1,200,130	\$ 115,521	\$ -	\$ -	\$ 1,918,925
9	\$ 573,592	\$ 110,707	\$ 797,413	\$ 240,668	\$ -	\$ -	\$ 1,722,379
10	\$ 436,411	\$ -	\$ 1,127,930	\$ 250,295	\$ -	\$ -	\$ 1,814,635
11	\$ 854,371	\$ -	\$ 1,389,857	\$ 441,866	\$ -	\$ -	\$ 2,686,094
12	\$ 712,377	\$ 62,574	\$ 1,219,384	\$ 336,935	\$ -	\$ -	\$ 2,331,269
13	\$ 864,800	\$ 259,921	\$ 1,864,373	\$ 139,587	\$ 141,192	\$ -	\$ 3,269,873
14	\$ 962,671	\$ 336,935	\$ 3,173,606	\$ 288,801	\$ 146,005	\$ 74,206	\$ 4,982,225
15	\$ 732,432	\$ 139,587	\$ 1,784,953	\$ 447,642	\$ -	\$ 153,226	\$ 3,257,841
16	\$ 1,379,829	\$ 144,401	\$ 2,214,144	\$ 462,082	\$ -	\$ -	\$ 4,200,456
17	\$ 12,316,176	\$ 1,715,962	\$ 15,440,445	\$ 4,598,440	\$ 1,371,807	\$ 325,706	\$ 35,768,534
18	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
19	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
20	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
21	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
23	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals	\$ 25,199,525	\$ 3,487,277	\$ 37,275,995	\$ 7,749,744	\$ 1,761,688	\$ 655,825	\$ 76,130,054

SY22 Cost
 SY21 Cost
 Increase 3.00%
 FICA/Retirement (25.45%)
 Total Increase

73,912,674
 2,217,380
 564,323
 2,781,703

Current SY20	1 Step SY20	1 step SY21	1 step SY22	Salary FY20		Salary FY21		Salary FY22		% FY20		% FY21		% FY22										
				DOC	15A	DOC	16	DOC	17	DOC	17	DOC	17	DOC	17	DOC	17	DOC	17					
76,735	76,735	79,055	81,426	76,735	76,735	79,055	81,426	-	1,000	1,000	1,000	2,320	600	2,920	2,372	-	2,372	0.0%	3.0%	3.0%	1.3%	3.8%	3.0%	

*BA-1 also receives a one-time stipend in year of hire as per current contract language