

NEW HAMPSHIRE SCHOOL ADMINISTRATIVE UNIT 29

CHESTERFIELD SCHOOL DISTRICT

GCBA

**CLASSIFICATION/PAYMENT
OF SPEECH PATHOLOGISTS/SCHOOL PSYCHOLOGISTS/
OCCUPATIONAL THERAPISTS**

The Chesterfield School Board recognizes speech pathologists, school psychologists and occupational therapists as a respected group of professional employees who provide educational services to students in the Chesterfield School District.

In order to attract and retain professionals in these positions, the Board will maintain a competitive compensation package.

Approved: C - 6/2/99
Revised: C - 9/14/2009

**ADDENDUM TO ACCOMPANY POLICY GCBA
CLASSIFICATION/PAYMENT OF SPEECH PATHOLOGISTS/SCHOOL
PSYCHOLOGISTS/OCCUPATIONAL THERAPISTS
2011 - 2012**

Benefits for full-time speech pathologists/school psychologists/occupational therapists (employed 80 percent time or more) will be as follows:

1. Health Insurance

The Board will make available and contribute to a group health insurance plan for the employees.

The employee shall select an appropriate coverage, i.e., single, two-person, or family. Enrollment and selection shall be accomplished in accordance with rules established by the carriers and which are available from the Personnel Office.

After due consideration of any suggestions by the speech pathologists/school psychologists, the Board reserves the right to change carriers or plans to a substantially equivalent plan to that offered in 2010-2011.

For the 2011-2012 school year, the Board will contribute for each enrolled employee:

Single	93% current year HMO
Two-Person	85% current year HMO
Family	85% current year HMO

The employee will pay any balance of the premium by way of payroll deduction. Each employee shall have the option to apply the amount of the Board's contribution as set forth above to an HMO or POS medical plan.

Beginning in school year 2008-2009, employees electing not to join one of the health plans for the entire membership year, and secures substitute health insurance coverage of comparable quality through sources other than the Town of Chesterfield, and supplies the District with proof of the aforementioned coverage shall be eligible to receive a \$2,500 payment upon the close of the applicable school year. The amount shall not be prorated and no consideration for partial years will be given.

2. Life Insurance

The Board will pay the full cost to provide a term life insurance policy in the amount of \$72,000, including an accidental death and dismemberment provision.

3. Loss of Time Compensation

The Board agrees to provide all full-time employees with short-term disability/long-term disability coverage. The Board will continue to contribute toward health and dental insurance as indicated in this policy while an employee is out on long-term disability for a period of 18 months following the date of initial disability. At the end of this period, subject to the rules and regulations of the health and dental insurers, the employee will be eligible for an additional 18 months of coverage at his/her own expense under the federal laws of COBRA. A complete description of the terms and details of coverage is available from the Personnel Office and is subject to change in accordance with requirements established by the insurer to be applied uniformly to all employee groups in the school district.

Sick Leave

- a. Employees shall receive one (1) day sick leave per month cumulative to twelve (12) days per year, further cumulative to a maximum of ninety (90) days. However, during the first year of employment, an employee's sick leave will not be considered exhausted until it has exceeded twelve (12) days. Should an employee leave the employ of the district prior to earning the twelve (12) days, the employee shall reimburse the district the difference between earned sick leave and paid sick leave.
- b. Employees are entitled to sick leave at full pay until their accumulated sick leave is exhausted.
- c. Sick leave shall be confined to the personal illness of the teacher or immediate family member, or a member of the teacher's household, excluding work connected disability covered by New Hampshire Workers' Compensation Laws.

4. Temporary Leaves of Absence

Employees are entitled to three (3) personal days each year. They will be non-cumulative and not deducted from sick leave. Employees shall be entitled to up to five (5) days for bereavement. Days used for funerals in the immediate family will not be deducted from personal leave. Additional personal leave for urgent and legitimate reasons may be granted by the Co-Superintendent for Towns, upon the recommendation of the building principal. Employees are entitled to no more than three (3) professional days during each 190 day cycle. All personnel are obliged to notify their respective principal or immediate supervisor forty-eight (48) hours in advance, except in cases of emergency. Additional professional days may be granted at the discretion of the building principal.

5. Jury Duty

Employees called for, and serving on, jury duty shall receive the necessary leave to fulfill the legal obligation. This leave shall not be deducted from sick leave or personal days. The employee shall be paid during such time an amount equal to the difference between his/her salary and the compensation received for such services.

6. Dental Insurance

Employees may enroll in Delta Dental Plan A/B/C, with no deductible, \$1,000 maximum coverage per person per contract year. The employer contribution to the premium shall be a maximum of \$700.

7. Retirement System

Each employee determined to be eligible under the regulations established by the New Hampshire Retirement System will belong to the N.H. Retirement System (or its equivalent) and the Board and employee will make contributions to the appropriate retirement system as established by law.

Upon termination of employment prior to actual retirement, the employee will receive a return of his/her contributions as established by the system unless a different election is made by the employee. (Note: Appropriate applications must be made by the employee through the Personnel Office.)

Employees approaching retirement are advised to contact the retirement office in Concord at the earliest date possible.

As of May 15, 1984, individual contributions made to the retirement system by the employees will be tax sheltered, all in accordance with R.S.A. 100-A16I(e) Supplement.

8. Social Security

Employees belong to the Social Security system and appropriate employee and Board contributions will be made as dictated by law.

9. Sabbatical Leaves

Sabbatical leaves are granted at the discretion of the Board contingent upon finding a suitable replacement and are designed to encourage the improvement of instruction, supervision, and administration in the District. School psychologists, speech pathologists and occupational therapists may apply for a fellowship during or after the seventh (7th) year of continuous service in the District. Under exceptional circumstances, the Board may waive the seven (7) year requirement. The professional employee must present a detailed sabbatical leave proposal for study or research to his/her principal for approval by the Board upon recommendation of the Superintendent of Schools. This proposal must be submitted to the Superintendent prior to November first (1st) of the school year preceding the fellowship year.

Sabbatical leaves will be available only for full- or half year study or research programs which offer potential benefit both to the individual and to the school system. Travel will not be approved except when necessary or incidental to a study program. Only one (1)

staff member will be granted a leave during a year. The Board may consider exceptions to this restriction at its sole discretion. The professional employee will receive one-half (1/2) his/her appropriate salary rate for the period he/she is on sabbatical. During the sabbatical, the professional employee will receive credit on the salary schedule for the sabbatical. During the sabbatical, the professional employee will receive such other medical and life insurance benefits as are offered to all school psychologists, speech pathologists and occupational therapists in active service, if such plans permit. While on sabbatical leave, the professional employee will be ineligible to accumulate or draw upon sick leave.

The school psychologist, speech pathologist or occupational therapist is expected to return to the Chesterfield School District for a minimum of two (2) years following the fellowship year. If the professional employee terminates employment before the end of the two (2) year period, he/she must repay the full amount of the sabbatical leave grant upon termination. In case of hardship, the professional employee must repay the amount of the fellowship grant within a five (5) year period. The professional employee would be required to sign a promissory note indicating the amounts, method and schedule of payment, at the time of termination.

The granting of a sabbatical will be subject to voter approval of the School District's budget which shall include the funding for the sabbatical. The School Board shall make a good faith effort to secure the approval of its budget.

10. Period of Service

The period of service shall not be more than one hundred and ninety (190) days as set forth in an individual contract between the Board and each school psychologist, speech pathologist and occupational therapist to be allocated as follows:

School days	181
Extra days for direct service to students	2
In-service days	7

11. Retirement

School Psychologist/Speech Pathologist/Occupational Therapist shall be eligible to receive a retirement supplement equal to \$7,000 or \$11,000, depending on in-district years of service, added to their salary in the year preceding the date of retirement, a maximum of one (1) professional per year will be awarded the supplement, provided they meet the following criteria:

- Attain age 55 by the year of retirement
- Have at least 15 years of service with the Chesterfield School District
- Provide written notice of intent to retire, accompanying a letter of resignation, by December 1st of the year previous to the year in which the retirement payment is due (Example: retiring June 30, 2011, you are required to notify the district before December 1, 2009)

15 years of service to Chesterfield School District shall be eligible for \$7,000 and 20 years service to the District shall be eligible for \$11,000.

Retirement stipend will be awarded on a first to notify basis. The District will consider notification when the personnel office and the School Board Chair is in receipt via certified mail of both the written notice of intent to retire and written resignation. The Board has the authority to rescind a resignation tendered in the accordance with Item 11. upon written request by the resignee, per the Board's sole discretion.

Professionals will be awarded the retirement supplement on a first to notify basis up to a maximum of one (1) awardee, however additional employees may, in writing, prior to the notification deadline appeal to the board for additional retiree(s) to be awarded the retirement supplement. The Board will have the authority to award additional supplements beyond the one (1) allowed as described in Item 11., per the Board's sole discretion.

The retirement supplement shall be paid on or before June 30 of the school year in which the retirement is taken.

Approved: C - 9/14/2009
Revised: C - 4/11/2011