

# AGREEMENT

BETWEEN  
NEW MILFORD  
BOARD OF EDUCATION  
AND  
CEA-NEW MILFORD

JULY 1, 2026 through JUNE 30, 2029

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## PREAMBLE

This Agreement is made and entered into, by and between the New Milford Board of Education (hereinafter referred to as the "Board") and the CEA-New Milford (hereinafter referred to as the "Association").

The Board and the Association accept the provisions of this Agreement as commitments which they will cooperatively and in good faith honor, support and seek to fulfill, subject to the ability of the respective parties, financial and otherwise, to perform under governing law. It is understood by the Board and the Association that this is a legally binding contract.

This Agreement contains the full and complete agreement between the Board and the Association on all negotiable issues unless changed by mutual consent of both parties. Such changes will be in writing and attached hereto.

## **ARTICLE I RECOGNITION**

### 1.01 Recognition

- A. For purposes of negotiations concerning salaries and all other conditions of employment under Section 10-153 of the Connecticut General Statutes, the Board hereby recognizes the Association as the exclusive representative for the following certified professional employees:

The group of certified professional employees who are employed by a local board of education in positions requiring a teaching or other certificate or durational shortage area permit and are not included in the administrators' unit or excluded from the purview of Sections 10-153a to 10-153n, inclusive.

### 1.02 Non-Representation by the Association

- A. The Superintendent of Schools hereinafter referred to as the "Superintendent", Associate Superintendents, Assistant Superintendents, certified professional employees of the Board employed in positions requiring an intermediate administrator or supervisor certificate, certified professional employees who act for the Board in negotiations with certified professional personnel or who are directly responsible to the Board for personnel relations or budget preparation, temporary substitutes, defined as substitutes who work less than 51 days in same position, and all non-certified employees of the Board, will not be represented by the Association and will not be covered by the terms of this Agreement.

- B. Individuals who are hired to replace teachers on leave for at least one-half of the school year will be entitled to benefits; exceptions for shortage areas as delineated by the State Department of Education may be made by the Superintendent.

**ARTICLE II**  
**BOARD'S RIGHTS**

- 2.01 Except as expressly provided otherwise by the specific terms of this Agreement, the Board, acting through itself or through the Superintendent or his or her designees, has and will continue to retain, whether exercised or not, the right, responsibility and prerogative to direct the public school system of the Town of New Milford in all its respects, including but not limited to the operation of the schools, the direction of the professional staff and the power and authority conferred upon the Board by law. No action taken by the Board pursuant to this Article, other than in direct contravention of an explicit provision of this Agreement, will be subject to the grievance and arbitration procedure hereof.

**ARTICLE III**  
**SALARIES**

3.01 Salaries, Division of Salaries, Pay Day

- A. Salaries payable to teachers during the terms of this Agreement are set forth in Appendices A-1 and B-1 attached hereto.
- B. Prior to July 1<sup>st</sup> of each year, teachers shall select one of the following methods of payment on a form provided by the school administration:
  - 1. Twenty-one (21) equal paychecks.
  - 2. Twenty-one (21) paychecks, the first twenty paychecks equal to one twenty-fifth of the salary and the twenty-first equal to five twenty-fifths.
- C. When a regularly scheduled pay day falls on a holiday or during a vacation, the Board will make a reasonable effort to pay teachers on the last normal work day prior to the said pay day.
- D. Salary payment shall be made by direct deposit method.

3.02 Salary Levels

- A. Teachers employed by and working for the Board as of June 30, 2021 shall be paid in accordance with Appendices A-1, B-1, C-1 and D-1 of this Agreement and applied and interpreted in concert with the following definitions:

1. Level - BA = Bachelor. A baccalaureate degree earned in an accredited college or university.
  2. Level - BA + 12; Level - BA + 24; Level - BA + 30 = Bachelor's degree plus 12, 24 or 30 additional graduate credits in a planned program from an accredited college or university which studies are applicable toward a standard Connecticut teaching certificate, or a program approved by the teacher and Superintendent as per Section 10-145b(c) of the Connecticut General Statutes.
  3. Level - MA = Master's degree from an accredited college or university.
  4. Level - MA + 12; Level - MA + 24; Level - MA + 30 = Master's degree plus 12, 24 or 30 additional graduate study credits earned at an accredited college or university in an area of the teacher's assignment in New Milford or with the prior approval of the Superintendent.
  5. Level - 6th Year = A Certificate of Advanced Study from an accredited college or university in the area of the teacher's assignment in New Milford or with the prior approval of the Superintendent. Two Master's degrees from accredited colleges or universities both of which are in the area of the teacher's assignment in New Milford.
  6. Level Ph.D. = An earned doctorate from an accredited college or university in the area of the teacher's assignment in New Milford or with the prior approval of the Superintendent.
- B. Teachers hired by the Board on or after July 1, 2021 shall be paid in accordance with the salary schedules listed in Appendices A-2, B-2, C-2 and D-2 of this Agreement and applied and interpreted in concert with the following definitions:
1. Level - BA = Bachelor. A baccalaureate degree earned from an accredited college or university.
  2. Level - BA + 30 = Bachelor's degree plus 30 additional graduate credits in a planned program from an accredited college or university which studies are applicable toward a standard Connecticut teaching certificate, or a program approved by the teacher and Superintendent as per Section 10-145b(c) of the Connecticut General Statutes.
  3. Level - MA = A Master's degree from an accredited college or university.

4. Level – MA + 30 = Master’s degree plus 30 additional graduate study credits earned at an accredited college or university in an area of the teacher's assignment in New Milford or with the prior approval of the Superintendent.
  5. Level - 6th Year = A Certificate of Advanced Study from an accredited college or university in the area of the teacher's assignment in New Milford or with the prior approval of the Superintendent. Two Master's degrees from accredited colleges or universities both of which are in the area of the teacher's assignment in New Milford or unless the program has the prior approval of the Superintendent.
  6. The Board will pay an additional \$1,000 per year upon attainment of an earned doctorate, subject to the provisions of Section 3.04 of this Article for all teachers hired by the Board on or after July 1, 2021.
- C. Notwithstanding the foregoing, any teacher who earns a Master’s degree requiring the completion of at least sixty (60) credits shall be placed on the Sixth Year degree track of the applicable salary schedule. This provision shall apply to any teacher employed by the Board during the 2026-27 work year and/or any subsequent year, regardless of the date the Master’s degree was earned. This provision shall be applied prospectively only, beginning with the 2026-27 work year.

### 3.03 Credit for Past Service

- A. The Superintendent will have the sole and exclusive authority with respect to crediting or not crediting past services for purposes of initial placement on a level of the appropriate salary column.

### 3.04 Attainment of Sixth Year or Doctorate

- A. The attainment of a Sixth Year certificate or a doctorate will not be considered sufficient to qualify a teacher for advancement to the 6th year or doctorate columns of the salary schedule unless it is earned from an accredited college or university in the area of the teacher's assignment in New Milford or unless the program has the prior approval of the Superintendent.

### 3.05 Placement or Advancement to Any Column above BA

- A. As a condition precedent to placement on or advancement to any column above the BA, the teacher must submit to the Superintendent for his or her approval his or her transcript, signed by the Dean or equivalent administrative officer at the college where the credits were earned. Teachers will submit a written evaluative statement

concerning the relative merits of the planned program or credits to the teacher's assignment in New Milford.

3.06 Department Chairpersons

- A. Department Chairpersons, Team Leaders, Head Teachers, and Coordinators shall be compensated pursuant to Appendix G.
- B. All compensation paid under this Section will be included within the teachers' regular salary payments. The Appendix G compensation will not be included in any per diem calculations.
- C. Department Chairpersons shall assume .8 FTE teaching responsibilities and .2 FTE Department Chairperson responsibilities.

3.07 Longevity Pay

- A. The Board will compensate teachers hired on or before June 30, 2022 with extended teaching service in New Milford, over and above the existing salary schedule, as follows:

Years of Service:

1.	After 15, 16, 17 and 18 years	\$ 1,305
2.	After 19, 20, 21, 22 and 23 years	1,788
3.	After 24, 25, 26, 27 and 28 years	1,949
4.	After 29 years	2,110

- B. These amounts are not cumulative.
- C. These amounts shall increase annually by the general wage increase at Step 15.

3.08 School Counselors

- A. Compensation for Work Year Extension. Bargaining unit members not paid on an established fee schedule who are required to extend their work year shall be paid at a per diem rate calculated as follows: teacher annual salary multiplied by a factor of 1 divided by the number of work days in the school year. The hourly per diem rate is the per diem rate divided by 7.25. Summer school assignments are not considered to be an extension of the work year.

3.09 Assignment to More Than One School

- A. Itinerant teachers. In arranging schedules for teachers who are assigned to more than one school, an effort shall be made to limit the amount of inter-school travel. Such teachers shall be notified of any changes in their schedules as soon as practicable.

- B. Mileage allowance for itinerant teachers. Special teachers, on an itinerant basis, shall be paid mileage at the IRS rate when the teacher must report to more than one school on a given day. Mileage shall be measured from the first school to the next school. A schedule of actual mileage between the various schools will be posted in the Superintendent's office and the teachers' room in each school

### 3.10 Withholding of Increments

- A. When a determination is made on the basis of performance evaluation that a teacher is not being recommended for an increment and/or salary increase, said teacher shall be notified by the Superintendent in writing on or before April 30th. The reasons for the determination shall be stated in the notice. The April 30 date may be extended for thirty (30) days provided that, prior to April 30, the teacher receives written notification of the extension with reasons why the withholding of increment and/or salary increase is under consideration.
- B. Those teachers below maximum not being recommended for incremental increase shall hold step on the salary schedule. Upon receiving a satisfactory evaluation, said teacher shall receive a one step increment on the salary schedule in the following year.
- C. Those teachers at maximum who do not receive a satisfactory evaluation shall not receive an increase in salary until a satisfactory evaluation is received. In the school year following a satisfactory evaluation, said teacher shall receive the appropriate salary as stated on the salary schedule.

## **ARTICLE IV** **LEAVES OF ABSENCE**

### 4.01 Personal Illness

- A. Each teacher shall be allowed fifteen (15) days absence without loss of pay during each normal work year to cover periods of personal illness or injury or absences necessitated by governmentally mandated quarantine orders directed towards the teacher (i.e. sick leave may not be used by a teacher to care for a family member subjected to a quarantine order). To the extent not used, this sick leave shall be allowed to accumulate from normal year to normal year to the number of days equal to the number of days in the teachers' work year. Teachers who were employed as of June 30, 1995 and who have accumulated sick days in excess of the above limitation will continue to have use. (This provision is not retroactive from its inception.) If and when the accumulation goes below the above limit the stated limit shall apply.
- B. Teachers unable to attend to their school duties for the above-stated reason, or otherwise, shall notify their immediate supervisor as promptly as possible, stating the

probable duration of their absence, so that arrangements may be made to obtain a substitute.

- C. An absence must be entered into the computer system and recorded as directed by the administration. A doctor's statement shall be required, if deemed necessary by the Superintendent or the designated supervisory administrator.
- D. Each teacher shall be allowed to utilize five (5) days of sick leave without loss of pay during each normal work year for illness in the teacher's immediate family, as such term is defined in Section 5.02 C. 1. of this Article provided the teacher is the primary care giver for the immediate family member.
- E. Sick Leave Loyalty Program. Teachers who have accumulated fifty (50) days of sick leave shall earn credit for each additional unused sick day accumulated. Teachers who have been employed with New Milford Public Schools for twenty (20) or more years of service shall be paid a sum of \$50 for each day accumulated beyond fifty (50), up to a total of 136 days, upon retirement from teaching. Teachers must notify the Board of their intention to retire prior to October 31 and must apply for retirement through TRB prior to March 1. A teacher who wishes to rescind his/her intention to retire must notify the Board prior to March 1. The Superintendent shall have the authority to waive the above timelines in the event of unusual circumstances. Payment shall be made on or about June 30.
- F. In accordance with the provisions of the Connecticut Paid Sick Leave Law, Conn. Gen. Stat. § 31-57r to 31-57w, inclusive ("PSL") the first forty (40) hours of a teacher's accrued sick leave may be used in hourly increments as provided for under the PSL. Thereafter, all accrued sick leave must be utilized in minimum increments of two hours.

#### 4.02 Personal Days

- A. Leave for Personal Reasons.
  - 1. Teachers shall be eligible to take up to three (3) personal days per school year without being required to support the use of leave with a compelling reason. Personal leave days may only be taken with twenty-four (24) hours or more advance notice, whenever possible, to the building principal. Use of personal leave days shall be scheduled with the approval of the building principal and shall not extend vacation periods, holidays or other school closing periods. Prior permission must be granted in order for a teacher to be absent without loss of pay.
  - 2. Teachers who are hired during an academic year shall be credited with personal leave in that year on a pro-rated basis. Such pro-rated leave shall be rounded up to the nearest full day depending upon the date of the teacher's commencement of employment relative to the number of days remaining in

the work year. For instance, based upon a 186-day work year a teacher who commenced employment with 93 days remaining in the work year would be credited with two days of personal leave; a teacher who commenced employment with 136 days remaining in the work year would be credited with three days of personal leave and a teacher who commenced employment with 25 days remaining in the work year would be credited with one day of personal leave.

3. Personal leave shall be utilized in full or half-day increments.

B. Religious. Personal leave for religious reasons shall not exceed three (3) days per school year. No teacher shall be required to pay for his or her substitute when absent from school in the observance of a religious holiday, which observance is required by the tenets of the teacher's religion and which cannot be accommodated outside of school hours.

C. Bereavement

1. Personal leave for death in the immediate family may not exceed five (5) days per year, per incident. Immediate family shall include the following: parent, grandparent, siblings, spouse, children, stepchildren who were raised by the employee, grandchildren, mother and father of spouse.

2. In the event of the death of a relative other than those specified in section C.1. above, domiciled in the teacher's home at the time of the death, the teacher is entitled to one (1) day of leave.

3. The Superintendent shall have the discretion to grant additional days at teacher request.

4.03 Pregnancy

A. The teacher shall notify the Superintendent in writing at least two (2) months before the anticipated commencement of disability due to pregnancy unless emergency medical conditions exist.

4.04 General Leave

A. Extended leaves, with or without salary, may be granted at the discretion of the Board of Education or designee. All leaves under this Section shall be applied for as far in advance as possible.

B. Teachers returning from a leave of absence shall return to a position for which they are certified unless the teacher is laid off pursuant to Article XII of this Agreement. Insurance coverage shall be continued during the period of leave at the teacher's expense. Extended leaves under this Section shall not count toward accrued time.

- C. Failure to return to employment upon expiration of the leave of absence shall be deemed to be a resignation and the teacher shall forfeit all rights under this Agreement.

#### 4.05 Sabbatical Leave

- A. After seven (7) years of continuous service in the New Milford Public School System, a teacher with a standard certificate may apply for a sabbatical leave of one year at three-quarters (3/4) annual salary prevailing at the time of sabbatical leave. As a condition to the granting of a sabbatical leave, a teacher shall agree in writing to return to employment in the New Milford School System for a period of three (3) school years upon the conclusion of the sabbatical leave, or, in the alternative, to reimburse the Board of Education for all payments made by the Board during the sabbatical leave. Further, the teacher shall execute a promissory note payable to the New Milford Board of Education in an amount equal to the total payments the teacher will receive while on such leave. The terms of the note will state that if a teacher chooses not to return to employment for three (3) school years upon expiration of the leave, the teacher shall be financially responsible to reimburse the Board all monies received while on sabbatical leave on a pro-rata basis, that is, one-third for each year of the three-year commitment.
- B. One-half (1/2) of such sabbatical leave salary shall be paid on the regular pay days during the period of leave, the balance shall be paid in installments on the first four (4) regular pay days after return to duty.
- C. A teacher whose employment is terminated by the Board prior to complete payment of the sabbatical leave pay shall be entitled to receive only those installments of such pay as become payable prior to the date of such termination. The teacher's contract may, at the discretion of the Board, be terminated if the terms of the sabbatical are not fulfilled.
- D. Such leave shall be for study or travel sponsored by the college or university for which it gives course credit and will directly benefit the teacher in the performance of his or her assignment in New Milford. If travel be proposed, an itinerary must be presented with specific learning experiences cited to be acquired from the travel, and subsequent presentation to the school system in the form of lectures, films and/or discussions by which the system will benefit.
- E. Applicants will be screened by a committee of three (3) teachers from the Superintendent's Advisory Council, chosen by that committee, and two (2) administrators chosen by the Superintendent. The Board will take the committee's recommendation into consideration. Granting of applications for sabbatical leave shall be at the discretion of the Board. Generally (but not necessarily), preference shall be given to applications of those teachers with the longest service in the New

Milford School System. In no event shall leave be granted to more than two (2) teachers during any one year.

- F. In no event shall leave be granted if a qualified substitute is not available.
- G. Applications for sabbatical leave (Appendix I attached hereto) shall be submitted in writing, on forms provided by the Superintendent, not later than October 15th of the school year prior to the school year in which the sabbatical leave is to be taken.
- H. The returning teacher will submit a report in writing to the Superintendent no later than November 1 of the year he or she returns. The report shall include an explanation of studies or course travels and their relation to the teacher's assignment in New Milford.
- I. The returning teacher shall be placed on the proper step of the salary schedule as if he or she had taught continuously during the period of the leave.

#### 4.06 Childrearing Leave

- A. Childrearing leave for teachers, without pay, may be granted by the Board of Education for the purpose of childrearing after the birth or adoption of a child.
- B. Childrearing leaves associated with the birth of a child shall be applied for, in writing, to the Superintendent's office, no later than three (3) months prior to the anticipated date of birth of the child, unless emergency conditions exist. Such leave shall commence within three (3) months of the birth of the child or, in the event the teacher is on disability leave due to pregnancy, at the termination of the disability leave.
- C. Childrearing leaves associated with the adoption of a child shall be applied for, in writing, to the Superintendent's office, as far in advance as possible. Such leave shall commence within three (3) months of placement.
- D. Childrearing leaves shall be scheduled and provide for a return at a breakpoint convenient to the district, i.e., the end of the school year, semester, marking period, or other agreed upon natural division. For childrearing leaves which begin in the second half of the school year, the teacher may, prior to May 1, request that the leave be extended for the following school year.
- E. Insurance coverage shall be continued during the period of the leave at the teacher's expense. Leaves under this Section shall not count toward accrued time.

**ARTICLE V**  
**GROUP INSURANCE AND RETIREMENT BENEFITS**

5.01 Health Insurance

- A. The Board shall offer bargaining unit members employed by the Board on a half-time or greater basis single, couple or family group health insurance benefits through the Connecticut State Partnership Plan 2.0 (SPP), subject to the conditions set forth below.
- B. The health plan benefits shall be as set forth in the SPP, including any subsequent amendments or modifications made to the SPP by the State and its employee representatives. The administration of the SPP, including open enrollment, beneficiary eligibility and changes, and other administration provisions shall be as established by the SPP. For informational purposes, a summary of SPP benefits is set forth in Appendix J.
- C. The premium rates shall be set by the SPP. The parties acknowledge that the rate set by the SPP will be adjusted to achieve a blended rate to provide retired certified employees with insurance coverage at the same rate offered to active employees, as required by statute.
- D. Individual Comprehensive Dental Plan providing coverage for preventive services at 100%, general services at 80%, and major services at 50%, subject to an annual deductible for general and major services of \$50 per individual and a maximum benefit of \$1,000 per calendar year. The annual family deductible for general and major services is \$150. Members shall elect family coverage pursuant to this subparagraph during insurance open enrollment periods or as otherwise required by law. For informational purposes, a summary of dental benefits is set forth in Appendix K.
- E. Vision Care Plan as outlined in Appendix L.
- F. Premium Sharing. Full-time teachers who elect to enroll in Board-provided insurance shall be responsible for paying the following premium equivalent/allocation rate percentages for the cost of individual, two person & family coverage:
- Effective July 1, 2026, the teacher shall pay 25% of the premium cost for health, Rx, vision and dental insurance coverage;
  - Effective July 1, 2027, the teacher shall pay 25% of the premium cost for health, Rx, vision and dental insurance coverage;
  - Effective July 1, 2028, the teacher shall pay 25% of the premium cost for health, Rx, vision and dental insurance coverage;
- G. The SPP contains a Health Enhancement Plan (HEP) component. All employees participating in the SPP are subject to the terms and provisions of the HEP. In the

event SPP administrators impose HEP non-participation or noncompliance premium cost or deductible increases those sums shall be paid 100% in their entirety by the non-participating or non-compliant employee. No portion or percentage shall be paid by the Board. Such premium cost increases shall be implemented through payroll deduction, and annual deductible increases shall be implemented through claims administration.

- H. In the event any of the following occur, the Board or the Association may reopen negotiations in accordance with mid-stream negotiation and arbitration provisions contained in the Connecticut General Statutes as to the sole issue of health insurance, including plan design and plan funding, premium cost share and/or introduction of replacement medical insurance in whole or in part:
- i. If the SPP in its current form is no longer available; or if the benefit plan design of the SPP is modified as a result of a change to the State's collective bargaining agreement with SEBAC, if such modifications would substantially increase the cost of the medical insurance plan offered herein; and/or
  - ii. If Conn. Gen. Stat. Section 3-123rrr et seq. is amended, or if there are any changes to the administration of the SPP, or if additional fees and/or charges for the SPP are imposed so as to affect the Employer, any of which amendments, changes, fees or charges (individually or collectively) would substantially increase the cost of the medical insurance plan offered herein; and/or
  - iii. If there is any material amendment to The Patient Protection and Affordable Care Act (ACA; P.L. 111-148), as amended, inter alia, by the Consolidated Appropriations Act of 2016 (P.L. 114-113) that would substantially increase the cost of the medical insurance plan offered herein.
  - iv. If the cost of the entire premium for health insurance applicable to the Board through the SPP effective July 1, 2025 increases by more than 15% over the July 1, 2024 SPP rates.
- I. In any negotiations triggered under subparagraph "H" above, as well as negotiations for a successor to this collective bargaining agreement, the parties shall consider the health insurance set forth in Article V of the parties' 2018-2021 collective bargaining agreement to be the baseline for such negotiations, and the parties shall consider the following additional factors:
- Trends in health insurance plan design outside of the SPP;
  - The costs of different plan designs, including a high deductible health plan structure.

Should such negotiations be submitted to arbitration for resolution, the arbitration panel shall consider the foregoing when applying the statutory criteria in making its ruling.

- J. The Board shall maintain a "Section 125" Salary Reduction Agreement for the purpose of enabling eligible Teachers to divert a portion of their gross salaries, prior to reduction for federal income or social security taxes, by a minimum of \$250 to the maximum amount per Plan Year for Health Reimbursement allowable under law (\$3,300 as of 2025), and by a minimum of \$250 to the maximum amount per Plan Year for Dependent Care allowable under law (\$5,000 as of 2025), into an account from which, during the course of the Plan Year, they can be reimbursed for Health Care costs (through a general purpose healthcare FSA) and Dependent Care costs (through a dependent care FSA) they or their covered dependents incur that are not covered by the Health Insurance Plan described in the Agreement between the Board and the Association, including, but not limited to, their share of the premium costs for such Plans. The Board makes no representations or guarantees as to the initial or continued viability of such a Salary Reduction Agreement and shall incur no obligation to engage in any form of impact bargaining in the event that a change in law reduces or eliminates the tax-exempt status of employee insurance premium contributions. So long as the Board makes a good faith effort to comply with this paragraph, neither the Association nor any Teacher covered by this Agreement shall make any claim or demand, nor maintain any action against the Board or any of its members or agents for taxes, penalties, interest or other cost or loss arising from a flaw or defect in the Salary Reduction Agreement, or from a change in law which may reduce or eliminate the employee tax benefits to be derived therefrom. This waiver on the part of the Association shall not extend to acts which may be committed by the Board or its agent(s) other than acts in furtherance of the I.R.C. Section 125 plan. The Board will have no responsibility for advising employees as to the taxable nature of any deduction they choose to pursue or for any taxes owed due to inappropriately taken deductions. Costs of administration of the plan will be borne by the participating employees.
- K. The Board shall contribute to the cost of insurance for bargaining unit members who are employed by the Board on a half-time or greater but less than full-time basis in a manner that corresponds to their less than full-time equivalent status. For instance, for an employee who is employed on a .5 FTE basis the Board shall only be responsible for 50% of its full-time employee insurance premium cost share with the remaining percentage paid for by the employee if he or she elects to secure insurance benefits. Similarly, for an employee who is employed on a .8 FTE basis the Board shall only be responsible for 80% of its full-time employee insurance premium cost share with the remaining percentage paid for by the employee if he or she elects to secure insurance benefits. Premium cost share payments for eligible less than full-time employees shall be made through automatic payroll deduction. In providing such coverage the Board must adhere to all policy guidelines based on carrier requirements and policy.

5.02 Life Insurance

- A. Life insurance for teachers in the amount of two hundred (200%) percent of salary.

5.03 Long-Term and Short-Term Disability

- A. Long Term Disability Coverage for teachers with one or more years of service in New Milford who become totally and permanently disabled in accordance with the following:

1. Monthly benefit payments equal to sixty (60%) percent of the teacher's monthly salary (i.e., annual salary divided by twelve), up to a maximum benefit payment of \$6,000 per month, provided the maximum monthly benefit from all sources will not exceed seventy (70%) percent of the teacher's monthly salary.
2. Benefit payments hereunder will be reduced by the amount of any benefits paid to or on the behalf of the teacher which are funded by the Board or the Town of New Milford, by benefits paid under the Federal Social Security Act and the State Workers' Compensation Act, and as otherwise provided by the insurance policy.
3. Benefit payments to eligible teachers will begin with the first full calendar month commencing after the expiration of ninety (90) calendar days following the teacher's last day worked.
4. Benefit payments will cease when the disability abates or when the teacher first becomes eligible to receive retirement benefits funded solely by the teacher), whichever is sooner, but in no event will benefits be paid hereunder beyond the month in which the teacher reaches age 65.

- B. Short-Term Disability ("STD"): Teachers in New Milford shall be offered a short-term disability plan with guaranteed issue that offers benefits before the waiting period ends for District long-term disability coverage. Such policy will provide equal or more generous benefits than the STD plan in place as of July 1, 2026. Teachers shall assume 100% of the cost of such plan.

5.04 Claim Procedure/Change of Carrier

Disputes concerning payment or non-payment of benefits described in this Article will be taken up by the teacher directly with the insurance carrier and will not be subject to the grievance and arbitration procedure set forth in Article XIII hereof. Notwithstanding the above language, a class action grievance pursuant to subsection 13.03 C. may be filed in the event the Association claims that the Board is failing to provide the benefits that are expressly provided for in this Article. The Board will have the option to change carriers, or to self-insure in whole or in part, provided it

does not reduce the level of benefits and services set forth in this Article. Thirty (30) days' notice of an intended change of carrier shall be given to the Association.

5.05 Plan or Carrier Designation

In each 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 or with any specific plan.

**ARTICLE VI**  
**EXTRA-CURRICULAR ACTIVITIES**

6.01 Definition

- A. Extra-curricular activities are those activities which are sponsored, directed and maintained by the several schools in the Town of New Milford for the benefit and welfare of pupils registered in them.

6.02 Guidelines/Supervision

- A. The Board, teachers and the Association believe that the extra-curricular activity program is an important part of the overall education of each child.
  - 1. Written guidelines shall be developed by the Board for all extra-curricular activities.
  - 2. All extra-curricular activities shall be supervised and evaluated by department heads and administrators.
- B. The establishment and elimination of extra-duty and coaching stipends are matters of managerial prerogative subject to impact bargaining requirements. Upon the establishment of a new stipend or upon significant changes in the duties for an existing stipend during the term of the Agreement, the Superintendent and the Association shall agree on the rate of compensation for the stipend consistent with the stipend schedule set forth in Appendices D-F.
- C. All appointments to extra-duty and coaching stipend positions are of one year duration and are to be reopened on an annual basis. There is no limit to the number of years an individual may be reappointed to the same assignment.
- D. Effective every May, or upon the creation of newly established extra-duty or coaching stipends, or upon a position becoming vacant, stipend positions shall be posted and awarded in accordance with this Agreement.

- E. Advisors and Coaches for stipend positions shall not be required to split stipends unless they request a split position to share the responsibilities intended to be for a single stipend. Staff members currently sharing a stipend as of the 2025-26 school year shall receive two separate stipends in 2026-27 until an Advisor leaves the position or the Board and Association agree to change the stipend through the stipend committee or pursuant to a memorandum of understanding.

#### 6.03 Advisors

- A. Advisors shall be selected in the following manner:
  - 1. In the event of an opening in the field of extra-curricular positions, such opening will be posted in each school.
  - 2. Teachers who volunteer or request specific activities shall be given first consideration if their training and/or background equip them to handle an activity well, but first consideration will not be construed to guarantee appointment to the position.
  - 3. If there should be no voluntary teacher request for an activity, the administration may post to the general public to assume responsibility for the activity for a one (1) year period or longer at the discretion of administration.
  - 4. If there should be no voluntary teacher request for a non-compensated activity, the administration may select an advisor to assume responsibility for the activity for a one (1) year period. In such an event, it should not be required that the activity meet outside of the school day, for more than ten (10) hours in the school year.

#### 6.04 Classification Guidelines

- A. All activities which can function successfully during the school day are more available to the youngsters and put less strain on the teacher's time, therefore, as many as possible should be scheduled during school hours.
- B. By their very nature, some activities must take place outside of the school day. The advisors of these shall be compensated according to the amount of time, the size of the group, elements of safety, location, time of activity, and responsibility involved, provided that the activity meets for more than forty (40) hours in the school year.
- C. Activities will be classified (see classification schedule attached hereto as Appendix E) and may be subject to reclassification up or down as the activity or the needs of the school change.

- D. Requests for new activities shall be submitted to the Board. Board approval must be obtained prior to the commencement of the new activity and in order for the new activity to qualify for pay.

6.05 Extra-Curricular Salary Schedule

- A. Salaries payable to teachers assigned to paid extra-curricular positions are set forth in Appendix E attached hereto. Salaries payable to coaches assigned to paid coaching positions are set forth in Appendix F attached hereto.
- B. Chaperoning (Grades 6 - 12). For purposes of this Section of the Contract, chaperoning is defined as monitoring responsibilities. Extra compensation is provided for chaperoning duties at the following activities: all dances, concerts, talent shows and similar student productions of three (3) hours or more including class socials and the freshman reception. The Junior Prom and Senior Banquet are not included in the above paid activities. Advisors of clubs or classes sponsoring a dance and directors of band and choral groups at concert performances will not be compensated if they receive compensation in their status as advisor. The building principal will continue to assign dance chaperones with at least two (2) weeks' notice under ordinary circumstances. Assignments may be transferred to another teacher with prior office approval.

**ARTICLE VII**  
**NORMAL WORK YEAR**

7.01 Normal Work Year

- A. The work year for teachers shall be set forth in administrative regulations. The Board may alter the work year at any time. An extension of the work year beyond 186 work days shall be compensated at the per diem rate of  $1/186$  x the teacher's annual salary for each day the work year is extended for teachers.
- B. Should any of the extended day(s) in the work year be three (3) hours or less in duration, teachers shall receive one-half ( $1/2$ ) of the per diem rate for such days.

7.02 Normal Work Day

- A. The starting and dismissal times of all schools shall be set forth in administrative regulations and published for any succeeding year by no later than four (4) weeks prior to the opening of school. The work day shall be seven (7) hours and fifteen (15) minutes, but may be altered at the Board's discretion subject to the impact bargaining procedures set forth in Section 7.02 C below. The time that has been added to the teacher work day as of July 1, 2003 may be student instructional time. The hours of the student school day and the staff work day at each District school shall be posted on the District website.

- B. Provided that a teacher has no professional commitment (such as assisting students after school, meeting the professional requirements of his or her position, participating in the activities deemed necessary to the maintenance and development of a good school) after notifying the office, he or she may leave the building ten (10) minutes before the end of the normal work day as defined in the administrative regulations of his or her particular school (the normal work day extends approximately thirty (30) minutes after student dismissal).
- C. In the event the Board of Education should alter the work day for teachers, the Board shall provide the Association with thirty (30) days' advance notification and shall meet with the Association to negotiate the impact of such alteration. Such negotiations shall be subject to the provisions of Connecticut General Statutes Sections 10-153a through 10-153f. This paragraph shall not be applicable to alterations in the work day which are otherwise covered by a specific provision of this Agreement.

#### 7.03 Faculty Meetings

- A. The Board and the Association agree that the primary function of before and/or after school meetings is to inform, to discuss, to advise or to decide. In addition to any voluntary meetings, the following is to be used as guidelines for required before and/or after school meetings:
  - 1. One (1) day each month - Professional development or teaching learning objectives.
  - 2. One (1) day each month - Building meetings called by the principal.
  - 3. Two (2) days each month - Subject field groups, grade level groups or special groups as authorized by the Superintendent or his or her designee.
  - 4. Meetings will not exceed a reasonable amount of time. Meetings shall be scheduled consistently on the same day of each week to the greatest extent possible and the day chosen for meetings shall be published at each building by the end of the school year for meetings to be held the following school year.
  - 5. An agenda will be provided at least one school day in advance for all meetings unless such meetings are of an emergency nature. (i.e. less than twenty-four (24) hours' notice.)
  - 6. A minimum of forty-eight (48) hours notification will be provided in the event a scheduled meeting needs to be rescheduled for a later date.

#### 7.04 Open House

- A. It is agreed that the purpose of an Open House or Curriculum Night and similar programs (e.g., curriculum presentations, parent-teacher conferences) is to provide parents with the opportunity to acquaint themselves with the schools' programs and to meet their children's teachers. The building principal shall use his or her judgment in deciding which programs will best suit the needs of the school and community.
- B. Each school unit will have an advisory committee of teachers for the purpose of planning and implementing these activities.
- C. Five (5) evening meetings each school year may be scheduled for Open House, Curriculum Night or similar programs with teacher attendance required.

7.05 Class Plans

- A. The teacher is expected to be able to provide the principal at any time with plans of at least one (1) week in advance. All plans should include seating charts and class lists, not only as part of the teacher's general organization, but as an assist to substitutes.

7.06 Planning/Preparation/Substitute/Additional Instruction Periods

- A. Planning Period. Considering the fact that a certain amount of time during the normal teaching day should be spent away from the children to facilitate planning and preparation and procurement of selected materials, Elementary and Intermediate school teachers will continue to receive a minimum of 225 minutes of duty-free planning time per week, and a minimum of one (1) period a day of at least 25 minutes.
- B. Preparation Period. All Middle and High School teachers will have at least as many preparation periods per week as a normal academic class (excluding labs and unusual schedules) meets in a week.
- C. Substitute Services. When a teacher is requested and agrees to perform substitute services, or when in the event of any emergency a teacher is required to perform substitute services, which services result in the loss of the teacher's planning period, the teacher shall be compensated for the loss of the planning period at the rate of \$45 for coverage of up to 45-minute periods and \$80 for coverage of up to 80-minute periods.
- D. Additional Instruction Period.
  - 1. The Superintendent of Schools may, upon written application, permit teachers certified in areas where there is a recognized shortage of certified teachers - Middle and High Schools, to teach an additional period each day in their area of certification in lieu of a planning period. The Superintendent's decision in these matters is discretionary and shall not be subject to the grievance procedure.

2. Teachers who teach during the regular course of their work day one extra class beyond their normal teaching schedule, shall be paid in the following manner:
  - a. For the purpose of computing compensation at the high school level, each extra class section taught per day, the teacher shall receive  $\frac{2}{7}$ ths of the teacher's regular contracted base salary, prorated on a per diem basis.
  - b. For the purpose of computing compensation at the middle school level, each extra class section taught per day, the teacher shall receive  $\frac{1}{7}$ th of the teacher's regular contracted base salary, prorated on a per diem basis.

Such additional compensation shall be included in the teacher's regular paycheck.

3. Teachers at the high school and middle school, who after consultation with the Superintendent or his or her designee, are assigned to teach an additional period other than as provided in paragraph (1) of this Section, which assignment results in the loss of a teacher's planning period, shall be compensated for the additional period of instruction in an amount corresponding to the lost planning period. At the high school level, the teacher shall receive  $\frac{2}{7}$ ths of the teacher's regular contracted base salary, prorated on a per diem basis. At the middle school level, the teacher shall receive  $\frac{1}{7}$ th of the teacher's regular contracted base salary, prorated on a per diem basis.

E. Combined Classes

In the event that students are reassigned to other classrooms, the receiving staff members will be reimbursed according to their per diem hourly rate for the length of the class period in which they have taught students not on their regular class roster.

"Per diem" is defined as the employee's base salary divided by the number of days in the base contract (currently 186). "Per diem hourly" is the per diem amount divided by 7.25 hours.

7.07 Duty-Free Lunch

- A. All teachers will have a duty-free lunch period of reasonable duration and in any event not less than the approximate length of the pupil's lunch period.

## 7.08 Teaching Responsibilities

- A. Teachers have certain basic responsibilities. Individual teaching responsibilities differ somewhat, depending on the teaching level or grade to which one is assigned. These responsibilities can be shown in four (4) groups, as follows:
1. Primary Responsibilities
    - a) Preparation of subject matter
    - b) Classroom teaching
    - c) Correction and evaluation of work
    - d) Individual student instructional assistance
    - e) Communication with parents/guardians
  2. Secondary Responsibilities
    - a) Home Room supervision, attendance and guidance
    - b) Study Hall supervision (Grades 6-12)
    - c) Faculty meetings
    - d) Clerical duties (student scholastic records,
    - e) Proctoring and administering examinations
  3. Professional Responsibilities
    - a) Subject area meetings
    - b) Curriculum planning
    - c) Building Advisory Committee
    - d) Self-improvement in subject area
  4. Miscellaneous Supervision - Teachers shall be assigned in an equitable manner.
    - a) Cafeteria supervision
    - b) Bus duty
    - c) Monitoring duties
    - d) Playground supervision

## 7.09 Change in the Work Day

The Board of Education, subject to a teacher's approval, may change the start and/or the end of said teacher's work day so as to afford opportunities to students not otherwise available during the school day. The change in the start or the end of the work day pursuant to this Section shall not increase or decrease the number of hours within a work day. Teachers will be notified of any change in the work day, pursuant to this Section, at least two (2) weeks prior to the effective date of such change.

**ARTICLE VIII**  
**TEACHER TRANSFER**

8.01 Assignment/Transfer

- A. The assignment and transfer of teachers within the school system is the responsibility of the Superintendent. Assignment shall be made only after an effort has been made to meet the reasonable requests and desires of any teacher concerned. Teachers desiring to transfer to a vacant position shall be guaranteed a conference before such position is filled.
- B. Teachers shall be notified of their anticipated assignment for the coming school year, including the schools to which they will be assigned, the grades and/or subjects that they will teach, and any special or unusual classes that they will have, by June 1st of the current school year or as soon thereafter as feasible.
- C. To the extent possible, changes in grade assignment in the elementary schools, and in subject assignment in the secondary schools, shall be voluntary and in any case shall not be effected or announced without prior personal conference with the individual involved. A change in assignment within a building unit may be handled directly by the supervising principal, subject to the Superintendent's approval, following a conference with the teacher involved.
- D. Involuntary Transfer
  - 1. When making involuntary transfers from one school to another, the Superintendent and/or Board will make every effort to consider the teacher's applicable seniority in addition to the teacher's ability to perform the assignment to which the transfer will be made. The effort will also be made to transfer the teacher to a comparable position if available.
  - 2. Seniority is defined as the total number of years of uninterrupted service within the New Milford School system in a position requiring state certification.
- E. The Board reserves the right to make transfers in a manner which best serves the interests of the New Milford School System.

**ARTICLE IX**  
**CLASS SIZE**

9.01 Class Size Guidelines

- A. In establishing a standard for a normal teacher assignment, the following are hereby set forth as guidelines:

1. Elementary and Intermediate

Average of twenty-five (25) students per class.

2. Middle School and High School

Five (5) classes, one (1) duty, one (1) planning period, and responsible for a minor extracurricular activity. A pupil teacher ratio of one hundred (100) to one hundred and twenty-five (125) pupils shall be established as a desirable range, and with regard to non-academic subjects, if availability of teaching stations permits.

3. Special Teachers

The Board of Education agrees to continue to make reasonable efforts to follow state guidelines concerning organization patterns for special needs classes.

## **ARTICLE X** **PROMOTIONS**

### 10.01 Definition of Promotion

- A. Promotion is hereby defined as a move of a teacher by the Superintendent from a position in the bargaining unit to a position paying an annual salary which is higher than or in addition to the teacher's salary schedule but does not require an administrator's certificate. Extra-curricular positions and positions where extra pay is earned principally as a result of an expenditure of additional time, such as work done either prior to the opening or after the closing of the school year are not included.

### 10.02 Notification of Vacancies

- A. Permanent vacancies in positions described in 10.01 A. (above) and other vacancies for certified positions which the Board desires to fill will be publicized to staff via email and on the District's online talent management platform as far in advance as possible and ordinarily at least two (2) weeks in advance of filling the vacancy on a permanent basis. Such notice will be dated and will include position title, salary range, a brief description of position duties and the minimum qualifications for filing an application for such vacancy. Nothing herein will prevent the Board from filling the vacancy on a temporary basis from any source. Teachers interested in receiving notification of promotional positions which open during the summer months shall so notify the Superintendent's office and provide the office his/her summer address.

10.03 Application for Vacancies

- A. Teachers desiring to be considered for a vacant position or promotion to the vacancy must submit a written application to the Superintendent or designee within two (2) weeks following the date of the notice referred to in 10.02 Notification hereof. Nothing herein will prevent the Board from considering applicants from outside the bargaining unit.

10.04 Qualification for Vacancies

- A. Where an applicant from the bargaining unit is qualified, in the judgment of the Board, to fill the vacancy and is at least equally qualified with the most qualified applicant for the vacancy from outside the bargaining unit, said applicant from within the bargaining unit will be given preference. The Board will not exercise its judgment arbitrarily or capriciously.

**ARTICLE XI**  
**SEPARATION AND RECALL**

11.01 Reduction in Number

- A. In the event the Board determines that a reduction in the number of teachers within a department, school or specialty field is necessary, teachers therein will be laid off in the following order provided those remaining are qualified to do the work available:

First: Voluntary terminations and retirements  
Second: Non-tenured teachers  
Third: Tenured teachers

11.02 Criteria for Determining Qualifications

- A. In the event that the Board decides to lay off a teacher, pursuant to this Article, the Board will take into account the following criteria when determining the qualifications of those employees under consideration for termination:

1. Areas of certification;
2. Length of service as a teacher in New Milford;
3. Job performance;
4. Special skills and training;
5. Needs of the system

After the above criteria have been taken into account the Board may consider additional criteria, based upon the needs of the school system as such needs are determined by the Board.

11.03 Board's Right to Dismiss or Not Re-employ Teachers, Seniority List

- A. Nothing in this section is intended to abrogate the Board's right to dismiss or not re-employ teachers under Section 10-151 of the General Statutes. This section is limited to situations that require reduction in staff. The Board will provide the Association with an updated seniority list by January 1 of each school year. Said list will include all teachers, the date the initial contract was signed, including all leaves of absences, and areas of certification.

11.04 Termination of Tenured Teacher

- A. If a contract of a tenured teacher is terminated because of the elimination of a position, the name of that teacher shall be placed on the reappointment list and shall remain on such list for a period of three (3) years. If a teaching position becomes available, the Board shall determine the qualifications for that position. The Superintendent shall notify all persons on the rehire list who, at the time of termination, held a position comparable in hours (e.g., part-time/full-time) and certification with the available position, by mailing notice thereof to the most recent address furnished by such persons to the Superintendent.
- B. The persons so notified who wish to be considered for the available position shall, within ten (10) days of delivery of such notice, submit an application for the position. Failure or refusal by a person to apply for such position shall result in that person's name being removed from the reappointment list.
- C. The Board will offer an available position to qualified applicants for the position in the reverse order of termination of such qualified applicants. The teachers shall accept or reject the offer of appointment within ten (10) calendar days after receipt of such notification. If the individual rejects the appointment offer or does not respond according to this procedure, that name will be removed from the reappointment list.

11.05 Recall

- A. When a period of recall, as specified above, extends beyond the date of this Agreement, the recall date shall prevail.

**ARTICLE XII**  
**GRIEVANCE PROCEDURE**

12.01 Rights to Redress

- A. Any teacher who thinks he or she has a claim arising from the implementation of this Agreement has the right to seek redress through proper channels. No one may act to

deter a teacher from using the grievance procedure, and no teacher's professional status will in any way be affected by his or her use of the grievance procedure.

B. "Days" shall mean days when school is in session.

#### 12.02 Right to Representation

A. The teacher's right to representation at any and every stage of the grievance procedure is guaranteed. A teacher may select any Association representative from the Grievance Committee to represent him or her with their building representative if a grievance is filed at any level.

#### 12.03 Formal Procedure

##### A. Level One – Principal or Immediate Supervisor

1. A teacher with a grievance, which grievance results from a decision by such teacher's principal or supervisor shall file the grievance in written form, using Grievance Form A, with the principal or immediate supervisor within thirty (30) days after the grievant knew or should have known of the act or conditions on which the grievance is based. If the teacher fails to file the grievance within the time limit set forth in this section, then the grievance shall be considered to have been waived. The written appeal shall contain a statement setting forth the provisions of the agreement claimed to have been misinterpreted.
2. Within ten (10) days after receipt of the written grievance, the principal or supervisor shall meet with the aggrieved teacher in an effort to resolve the grievance. The principal or supervisor will, within ten (10) days of the meeting, give an answer to the teacher involved.

##### B. Level Two - Superintendent of Schools

1. If a grievance filed at Level One is not satisfactorily settled at that level or in the event that no decision has been rendered within ten (10) days after the presentation of the grievance, the teacher may make a written appeal to the Superintendent within fourteen (14) days thereafter.

If the grievance results from a decision by the Superintendent of Schools, the grievance will be filed initially at this level. The teacher shall use Grievance Form A and the written appeal to the Superintendent must be filed within thirty (30) days after the grievant knew or should have known of the act or conditions on which the grievance is based. Otherwise, the grievance shall be considered to have been waived. The written appeal shall contain a statement setting forth the provisions of the agreement claimed to have been misinterpreted.

2. The Superintendent will review the appeal or initial grievance and, at his or her discretion, schedule a hearing or meeting, at a mutually agreed-upon date and time, to consider the grievance. Within fifteen (15) days of the Superintendent's receipt of the request or of the hearing or meeting to consider the grievance, whichever is later, the Superintendent will render a decision. A copy of the decision will be sent to the teacher.

C. Class Grievance

1. If, in the judgment of the Executive Committee of the Association, a grievance affects a group or class of the unit, the President of the Association may submit such grievance in writing to the Superintendent using Grievance Form B. The procedures set forth in sub-paragraph A. of this Section shall be followed in processing class grievances.
2. The administration may request, in writing, that the Executive Committee of the Association process as a class grievance two (2) or more individual grievances which, in the opinion of the administration, are related.

D. Level Three – Board of Education

1. Within fifteen (15) days of the Superintendent's decision, the teacher may appeal the decision of the Superintendent to the Board, using Grievance Form C. The Board, in consultation with the Superintendent and the Association, will schedule a meeting for the presentation of the grievance by the Association within thirty (30) calendar days of the Board's receipt of the teacher's appeal. The Board will render a decision and notify the grievant of its decision.
2. The forms to be used (Appendix J) for filing grievances according to this section (Formal Procedure) will be available in each school.

12.04 Arbitration

- A. Within a thirty (30) calendar day time limit after receipt of the Board's decision, the Association may appeal the decision of the Board to arbitration under the Voluntary Labor Arbitration Rules of the American Arbitration Association. The Board and the Association will share the cost of the arbitrator equally. The decision of the arbitrator shall be binding unless the same is contrary to the law.
- B. No grievance will be submitted to arbitration and no grievance will be arbitrable, unless it actually involves the interpretation or application of an express and specific provision of this Agreement. Further, the arbitrator will only have authority to determine whether the Board violated an express and specific provision of this

Agreement and will not have authority to add to, detract from or modify any such provision of this Agreement.

12.05 Time Limits

- A. Since it is important that grievances or disputes be processed as rapidly as possible, the number of days indicated at each level should be considered as the maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by written mutual agreement. Failure on the part of the grievant or the Association to process the grievance to the next level within the time limit specified shall terminate the grievance.

**ARTICLE XIII**  
**CURRICULUM WRITING COMMITTEES**

13.01 Playing an Active Role

- A. It is agreed that teachers shall play an active role in the preparation and evaluation of programs.

13.02 Advice From Teachers/Faculty Groups

- A. The Superintendent and other administrators and supervisors will carefully weigh the advice received from teachers and faculty groups interested in instructional projects. Tentative outlines for proposed curriculum studies will be considered by the Superintendent.

13.03 Setting Up Curriculum Writing Committees

- A. Curriculum Writing Committees. Each curriculum writing committee shall be instructed as to the following:
  - 1. length of time each member is asked to serve,
  - 2. the service it is to render,
  - 3. the resources the Central Office intends to provide,
  - 4. the date on which the report is to be completed, and
  - 5. the approximate date the committee will be dissolved.
- B. From time to time, the administration may wish to invite individual teachers or groups of teachers to produce a curriculum guide or other document related to the instructional program. In such instances, the Superintendent or his/her designee will provide written notification of the availability of such work, including:
  - 1. a description of the document to be produced,
  - 2. the date by which the project is to be completed, and

3. the aggregate compensation per project to be provided to the teacher(s) upon successful completion of the project.
- C. In the case of curriculum guides, compensation shall be not less than the following:

	<u>Aggregate Per Project</u>
1. For the development of a curriculum guide for a full-year course (or its equivalent) for which no guide currently exists	\$1,550
2. For the development of a curriculum guide for a half-year course (or its equivalent) for which no guide currently exists	\$ 931
3. For the revision of an existing curriculum guide for a full-year course (or its equivalent)	\$ 815
4. For the revision of an existing curriculum guide for a half-year course (or its equivalent)	\$ 504

- D. In the case of other curriculum documents, the compensation will be determined by the Superintendent or his/her designee in light of the extent of the task.
- E. Participation in curriculum writing committees shall be voluntary. Teachers who agree to participate in such committees shall enter into a letter of agreement with the Superintendent or his/her designee which describes the nature of the committee, the date on which the committee is to finish its work, the compensation to be provided upon successful completion. By mutual agreement, the letter of agreement may be modified if circumstances require a change in the committee's work after it has been begun.

13.04 Dissolution of Committee

- A. The Superintendent or his or her designee has the sole power to dissolve any curriculum writing or study committee. This authority may be exercised at any time during the existence of a committee.

13.05 Communication with Superintendent

- A. Communication between the Superintendent or other administrator/supervisor shall ordinarily be conducted by the project leader.

13.06 Clerical Assistance

- A. Upon request, the Superintendent may provide clerical assistance to a committee when budgetary considerations permit.

13.07 In-Service Training for New Curriculum

- A. The Board will encourage and support in-service training programs to prepare teachers for the new curriculum and will consider the use of released time when, in the judgment of the administration, it is required for an effective in-service workshop.

**ARTICLE XIV**  
**MISCELLANEOUS**

14.01 Summer School, Credit Recovery, Extended School Year (ESY), Off-Campus Teaching, and Adult Education

- A. Teachers in the school system shall be given preference to summer school and off-campus teaching assignments, and, in return, will make every effort to fill each available summer school position. Teachers will fill each available off-campus teaching assignments provided that:
  - 1. The teacher-of-record has right of first refusal. Volunteers within the subject area or grade level to be instructed will be sought after first;
  - 2. Off-campus teaching will occur in a public setting or via video conference;
  - 3. Teachers will not be required to accept off-campus teaching assignments;
  - 4. Teachers shall receive one-hour of compensation at the contractual Home Teaching stipend rate set forth in Appendix H for the session if cancellation of “no-show” occurs with less than twenty-four (24) hours’ notice.

The schedule for off-campus teaching will be established by the Principal who will make reasonable adjustments on request.

Notwithstanding the above language, nothing herein prohibits the Board of Education from assigning home instruction to non-bargaining unit individuals when there are no volunteers for the assignment. In such an assignment the compensation will be set by the Board of Education in its discretion.

- B. The remuneration for home teaching, summer school, and adult education assignments is set forth in Appendix H.

14.02 Association Activity

- A. Normally, it is agreed that all Association activities concerning matters of negotiation shall be held before or after school hours, not during the day. Accordingly, the Association shall conduct its business outside of school hours subject to the below exceptions or where otherwise approved by the Superintendent or his or her designee.
- B. The President of CEA-New Milford shall not be assigned any miscellaneous supervision duties or study halls and shall conduct the duties as President during the last period of the school day. This provision shall not reduce the number of classes the President will be required to teach but will only concern scheduling. In addition, the President of CEA-New Milford (or his/her designee), shall be entitled to receive the names of all teachers participating on District Committees, within five (5) days of the initial meeting of the Committee. Such entitlement will be in addition to the President's right to receive the school census and seniority list. The President of CEA-New Milford (or his/her designee), shall have access to the minutes of District Committees upon request. The President of CEA-New Milford (or his/her designee) shall designate one member to represent the Association on each Committee.
- C. The Board shall promptly provide the Association with all relevant bargaining-unit and related information necessary for the Association to satisfy its obligations as collective bargaining agent, including the following:
  - 1. From June 1 – Sept. 15, the Association membership chair shall receive newly-hired employees' names, job titles, previous experience, and hired step each week.
  - 2. From Sept. 16 – May 31, the Association membership chair shall receive newly-hired employees' names, job titles, previous experience, and hired step each month.

Such information shall be provided to the Association in accordance with Connecticut Public Act 21-25 and any other state or federal law requiring the disclosure of information to the Association for the purposes of collective bargaining.

- D. The Board shall provide the Association with at least sixty (60) minutes of time to address newly hired teachers during a new teacher orientation event or other group event, without the presence of school or district administrators.
- E. The Association shall have access to teacher mailboxes and email accounts to conduct Association business.
- F. The Association shall be granted access to teachers in accordance with Public Act 21-25 and all other applicable law. Such right of access shall include the opportunity to meet with individual employees on Board premises during the workday to investigate and discuss grievances, workplace-related complaints and other workplace issues and the right to conduct worksite meetings during meal periods and

during other paid or unpaid breaks, and before and after the workday on Board premises.

- G. The Association and Board agree that the foregoing provisions shall be deemed to comply with the collective bargaining obligations set forth pursuant to Connecticut Public Act 21-25.

#### 14.03 Conference Allotment

- A. All requests for reimbursement for conference expenses will be itemized and must receive the approval of the building principal and the Superintendent. Teachers are to obtain the prior approval of the Superintendent or designee in order to attend a conference or a meeting on a school day and/or to receive reimbursement for expenditures for same as indicated above.

#### 14.04 Jury Duty

- A. Any teacher who is called for jury duty shall receive the necessary leave to fulfill this legal obligation. This leave shall not be deducted from personal emergency days, sick leave or personal days. The staff member shall receive a rate of pay for each day of jury service equal to the difference between his/her daily salary and regular per diem jury remuneration (when the latter is lesser).

#### 14.05 Use of Facilities

- A. There shall be no use of teacher mailboxes for other than school purposes by teacher or teacher groups without prior notification of the appropriate building administrator.
- B. The use of rooms in a building by a teacher or teacher groups for other than school approved activities shall have the approval of the appropriate building administrator.

#### 14.06 Provisions by the Board

- A. The Board will make a reasonable effort to provide the following in each school building where practicable:
  - 1. space in each classroom in which teachers may safely store instructional materials and supplies,
  - 2. a teacher work area containing adequate equipment and supplies to aid in the preparation of instructional materials,
  - 3. an appropriately furnished room to be used as a faculty lounge, said room to be in addition to the aforementioned teacher work area, and
  - 4. a teacher dining area.

#### 14.07 Personnel Files

- A. Each teacher shall have the right, upon request, to review the contents of his or her own personnel files maintained at the teacher's school or at the Central Office. A representative of the Association may, at the request of the teacher, accompany the teacher in this review.
- B. Privileged information, such as confidential credentials and related references normally sought at the time of employment are especially exempted from review. The administration shall remove these credentials and confidential reports from the file prior to a review of the file by the teacher. Any complaints by a parent of a student or any person, directed toward a teacher and deemed serious enough to become a matter of formal record shall be promptly called to the teacher's attention. A teacher is entitled to know the identity or source of all complaints included in the teacher's personnel file. When material derogatory to a teacher's conduct, service, character, or personality is placed in the teacher's personnel file, the teacher will be so notified. A teacher may photocopy material from his or her personnel file at his or her own expense (charged at the then current rate per page). The teacher shall have the right to submit a written answer to such material and said answer shall be reviewed by the Superintendent and attached to the file copy.

#### 14.08 Just Cause

- A. No teacher shall be disciplined, reprimanded, reduced in pay or denied any professional advantage without just cause. All action shall be taken with due regard for the privacy of the teacher. This just cause provision is not applicable to proceedings initiated pursuant to Connecticut General Statutes §10-151.

#### 14.09 Joint Health and Safety Committee

- A. Both parties agree to form a Joint Health and Safety Committee to study health and safety issues.

- 14.10 Teachers' appearance shall befit their professional responsibilities, which include providing a positive role model to students. Clothing should be appropriate to the assignment of the employee.

Examples of unacceptable dress include but are not limited to:

- Miniskirts;
- Underwear as outerwear;
- Inappropriately revealing attire, such as bare midriffs;
- Unsafe or inappropriate footwear;
- Shorts; and
- T-shirts.

Reasonable exceptions for particular field trips, school climate events, fundraising or field days will be considered by the superintendent or designee.

Inappropriate dress may subject a teacher to counseling and/or discipline by administrators.

#### 14.11 Durational Shortage Area Permit Holders

Newly hired employees hired to work in a teaching position solely on the basis of a Durational Shortage Area Permit (“DSAP”) shall be included in the bargaining unit. Such individuals shall be covered by all terms and conditions of the collective bargaining agreement, except as follows:

1. An employee hired to work in a teaching position solely on the basis of a DSAP shall not accrue seniority or length of service for any purpose of this Agreement, except that any such employee who is employed by the Board for more than one year shall advance on the salary schedule in accordance with the provisions of this Agreement. Notwithstanding the foregoing, if such an employee becomes certified as a teacher and is retained continuously by the Board as an employee after receiving such certification, with no break in service, then the individual shall be credited with seniority and length of service for all purposes under this Agreement, retroactive to the first date of employment by the Board.
2. The Board shall have the right, in its sole discretion, not to renew and/or to terminate the employment of an employee hired to work in a teaching position solely on the basis of a DSAP, and the DSAP holder shall have no right to file and/or pursue a grievance under this Agreement with respect to such action.
3. An employee hired to work in a teaching position solely on the basis of a DSAP shall have no bumping rights or recall rights under this Agreement.

Existing tenured teachers who assume a teaching position pursuant to a DSAP shall continue to accrue seniority for the duration of the DSAP assignment and shall retain their bumping and recall rights under this Agreement at the conclusion of such assignment.

## **ARTICLE XV** **DUES DEDUCTION**

#### 15.01 Dues Deduction

- A. All teachers employed by the New Milford Board of Education may voluntarily join the Association. The Board agrees to deduct an amount equal to the Association membership dues by means of payroll deduction from the salary of each teacher who voluntarily and in writing submits to the Board a written authorization for such

deductions. Said authorization shall continue in effect from year to year unless such teacher shall notify the Board of Education and the Association in the month of August of any year. If said notice is timely delivered, it shall mean that in the coming year said teacher shall no longer be a member of the Association. Deduction for Association membership dues shall occur according to a mutually agreeable schedule. The amount of Association membership dues shall be certified to the Board prior to the opening of school each year.

- B. In the event of an error in deduction resulting in an over or under-payment, the Board shall meet with the teacher and Association president or designee(s) to mutually agree on repayment as a reasonable remedy.

#### 15.02 Association Membership

The singular reference to the "Association" in this Article shall be interpreted as referring to the CEA-New Milford, the Connecticut Education Association, and the National Education Association.

#### 15.03 Resignations, Retirements, Leaves

- A. If during the school year, a teacher resigns, retires, receives a leave, or has his/her employment terminated, the balance of the annual dues shall be deducted from his/her final paycheck.

#### 15.03 Forwarding of Monies

- A. The Board agrees to forward to the CEA-New Milford each month all monies deducted during that month for dues and service fee deduction.

#### 15.04 List of Bargaining Unit Members

- A. No later than the first paycheck in October of each school year, the Board shall provide the Association with a list of bargaining unit employees of the Board of Education and the positions held by said employees. The Board shall notify the Association monthly of any changes in said list.

#### 15.05 Authorization of Deductions

- A. The right to refund the employee's monies deducted from their salaries under such above authorization shall lie solely with the Association. The Association agrees to reimburse any employee for the amount of any dues deducted by the Board and paid to the Association, which deduction is by error in excess of the proper deduction, and agrees to hold the Board harmless from any claims of excess deductions.

#### 15.06 Save Harmless

- A. The Association shall indemnify and save the Board and/or the Town harmless against all claims, demands, suits, or other forms of liability, including all costs and reasonable attorney fees which may arise by reason of any action taken in making deductions and remitting same to the Association pursuant to this Article.

15.07 Dues Deduction

- A. Dues for the Association will be deducted from the first twenty (20) paychecks distributed to each teacher.

15.08 Other Deductions

- A. The payroll deduction process is available to teachers, if desired, for payments to the Waterbury Teachers Federal Credit Union, and Tax-Sheltered Annuity Programs for Teachers.

**ARTICLE XVI**  
**DURATION**

16.01 Effective Dates of Agreement:

The provisions of this Agreement shall be effective as of July 1, 2026, and shall continue and remain in full force and effect to and including June 30, 2029.

16.02 Successor Agreement:

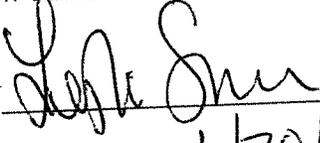
The Board and the Association will commence bargaining for a successor to this Agreement in accordance with the requirements of Connecticut General Statutes Sections 10-153d and 10-153f.

16.03 Holdover

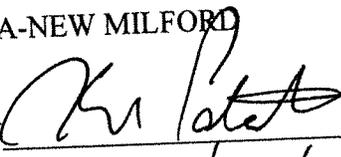
In the event that the Board and the Association fail to secure a successor to this Agreement prior to its expiration as set forth in section 16.01 hereof, each provision of this Agreement shall be continued in full force and effect thereafter until such a successor is entered into.

IN WITNESS WHEREOF, the parties hereunto have caused these present to be executed by their proper officers, hereunto duly authorized and their seals affixed hereto as of the date and year written below.

NEW MILFORD BOARD OF EDUCATION

BY   
DATE 1/20/26

CEA-NEW MILFORD

BY   
DATE 1/14/26

**APPENDIX A-1**  
**SALARY SCHEDULE 2026-27**  
**For Teachers Employed Prior to 7/1/2021**

<b>Step</b>	<b>BA</b>	<b>BA12</b>	<b>BA24</b>	<b>BA30</b>	<b>MA</b>	<b>MA12</b>	<b>MA24</b>	<b>MA30</b>	<b>6TH YR</b>	<b>PHD</b>
<b>2</b>	54,690	55,131	55,571	55,789	57,420	57,859	58,298	58,520	60,145	63,403
<b>3</b>	56,035	56,488	56,942	57,168	58,847	59,299	59,753	59,979	61,658	65,013
<b>4</b>	57,394	57,861	58,331	58,567	60,302	60,770	61,241	61,476	63,211	66,685
<b>5</b>	58,768	59,253	59,738	59,982	61,784	62,275	62,852	63,002	64,804	68,409
<b>6</b>	60,311	60,819	61,325	61,576	63,458	63,961	64,468	64,723	66,599	70,356
<b>7</b>	62,768	63,300	63,833	64,098	66,065	66,596	67,125	67,391	69,360	73,295
<b>8</b>	65,373	65,931	66,488	66,764	68,828	69,387	69,944	70,223	72,287	76,413
<b>9</b>	68,238	68,824	69,412	69,703	71,874	72,458	73,043	73,338	75,506	79,843
<b>10</b>	71,535	72,154	72,774	73,083	75,371	75,990	76,612	76,918	79,210	83,791
<b>11</b>	75,444	76,088	76,732	77,052	79,433	80,078	80,721	81,040	83,425	88,192
<b>12</b>	79,139	79,804	80,471	80,804	83,271	83,936	84,602	84,935	87,402	92,339
<b>13</b>	82,982	83,671	84,362	84,709	87,265	87,955	88,645	88,990	91,547	96,663
<b>14</b>	88,190	88,914	89,639	90,003	92,691	93,416	94,139	94,503	97,191	102,570
<b>15</b>	95,537	96,314	97,092	97,481	100,367	101,143	101,923	102,312	105,195	110,965

Teachers not on the maximum step in 2025-26 shall advance one step on the 2026-27 salary schedule. Step 1 was eliminated. Step 2 becomes the initial step. Step 15 was increased by 2.75% from 2025-26. Steps 2-6 were increased by 0.75%, Steps 7-10 by 1.00% and Steps 11-14 were increased by 1.14% from 2025-26.

**APPENDIX A-2**  
**SALARY SCHEDULE 2026-27**  
**For Teachers Hired on or After 7/1/2021**

<b>Step</b>	<b>BA</b>	<b>BA30</b>	<b>MA</b>	<b>MA30</b>	<b>6TH YR</b>
<b>2</b>	54,690	55,789	57,420	58,520	60,145
<b>3</b>	56,035	57,168	58,847	59,979	61,658
<b>4</b>	57,394	58,567	60,302	61,476	63,211
<b>5</b>	58,768	59,982	61,784	63,002	64,804
<b>6</b>	60,311	61,576	63,458	64,723	66,599
<b>7</b>	62,768	64,098	66,065	67,391	69,360
<b>8</b>	65,373	66,764	68,828	70,223	72,287
<b>9</b>	68,238	69,703	71,874	73,338	75,506
<b>10</b>	71,535	73,083	75,371	76,918	79,210
<b>11</b>	75,444	77,052	79,433	81,040	83,425
<b>12</b>	79,139	80,804	83,271	84,935	87,402
<b>13</b>	82,982	84,709	87,265	88,990	91,547
<b>14</b>	88,190	90,003	92,691	94,503	97,191
<b>15</b>	95,537	97,481	100,367	102,312	105,195

Teachers not on the maximum step in 2025-26 shall advance one step on the 2026-27 salary schedule. Step 1 was eliminated. Step 2 becomes the initial step. Step 15 was increased by 2.75% from 2025-26. Steps 2-6 were increased by 0.75%, Steps 7-10 by 1.00% and Steps 11-14 were increased by 1.14% from 2025-26.

Teachers hired on or after July 1, 2021 who have attained a PhD shall be paid an additional \$1,000 per Section 3.02 B.5 of the contract.

**APPENDIX B-1  
SALARY SCHEDULE 2027-28  
For Teachers Employed Prior to 7/1/2021**

<b>Step</b>	<b>BA</b>	<b>BA12</b>	<b>BA24</b>	<b>BA30</b>	<b>MA</b>	<b>MA12</b>	<b>MA24</b>	<b>MA30</b>	<b>6TH YR</b>	<b>PHD</b>
<b>2</b>	55,100	55,544	55,988	56,207	57,851	58,293	58,735	58,959	60,596	63,879
<b>3</b>	56,455	56,912	57,369	57,597	59,288	59,744	60,201	60,429	62,120	65,501
<b>4</b>	57,824	58,295	58,768	59,006	60,754	61,226	61,700	61,937	63,685	67,185
<b>5</b>	59,209	59,697	60,186	60,432	62,247	62,742	63,323	63,475	65,290	68,922
<b>6</b>	60,763	61,275	61,785	62,038	63,934	64,441	64,952	65,208	67,098	70,884
<b>7</b>	63,396	63,933	64,471	64,739	66,726	67,262	67,796	68,065	70,054	74,028
<b>8</b>	66,027	66,590	67,153	67,432	69,516	70,081	70,643	70,925	73,010	77,177
<b>9</b>	68,920	69,512	70,106	70,400	72,593	73,183	73,773	74,071	76,261	80,641
<b>10</b>	72,250	72,876	73,502	73,814	76,125	76,750	77,378	77,687	80,002	84,629
<b>11</b>	76,304	76,955	77,607	77,930	80,339	80,991	81,641	81,964	84,376	89,197
<b>12</b>	80,041	80,714	81,388	81,725	84,220	84,893	85,566	85,903	88,398	93,392
<b>13</b>	83,928	84,625	85,324	85,675	88,260	88,958	89,656	90,004	92,591	97,765
<b>14</b>	89,195	89,928	90,661	91,029	93,748	94,481	95,212	95,580	98,299	103,739
<b>15</b>	98,403	99,203	100,005	100,405	103,378	104,177	104,981	105,381	108,351	114,294

Teachers not on the maximum step in 2026-27 shall advance one step on the 2027-28 salary schedule. Step 15 was increased by 3.00% from 2026-27. Steps 2-6 were increased by 0.75%, Steps 7-10 by 1.00% and Steps 11-14 were increased by 1.14% from 2026-27.

**APPENDIX B-2**  
**SALARY SCHEDULE 2027-28**  
**For Teachers Hired on or After 7/1/2021**

<b>Step</b>	<b>BA</b>	<b>BA30</b>	<b>MA</b>	<b>MA30</b>	<b>6TH YR</b>
<b>2</b>	55,100	56,207	57,851	58,959	60,596
<b>3</b>	56,455	57,597	59,288	60,429	62,120
<b>4</b>	57,824	59,006	60,754	61,937	63,685
<b>5</b>	59,209	60,432	62,247	63,475	65,290
<b>6</b>	60,763	62,038	63,934	65,208	67,098
<b>7</b>	63,396	64,739	66,726	68,065	70,054
<b>8</b>	66,027	67,432	69,516	70,925	73,010
<b>9</b>	68,920	70,400	72,593	74,071	76,261
<b>10</b>	72,250	73,814	76,125	77,687	80,002
<b>11</b>	76,304	77,930	80,339	81,964	84,376
<b>12</b>	80,041	81,725	84,220	85,903	88,398
<b>13</b>	83,928	85,675	88,260	90,004	92,591
<b>14</b>	89,195	91,029	93,748	95,580	98,299
<b>15</b>	98,403	100,405	103,378	105,381	108,351

Teachers not on the maximum step in 2026-27 shall advance one step on the 2027-28 salary schedule. Step 15 was increased by 3.00% from 2026-27. Steps 2-6 were increased by 0.75%, Steps 7-10 by 1.00% and Steps 11-14 were increased by 1.14% from 2026-27.

Teachers hired on or after July 1, 2021 who have attained a PhD shall be paid an additional \$1,000 per Section 3.02 B.5 of the contract.

**APPENDIX C-1  
SALARY SCHEDULE 2028-29  
For Teachers Employed Prior to 7/1/2021**

<b>Step</b>	<b>BA</b>	<b>BA12</b>	<b>BA24</b>	<b>BA30</b>	<b>MA</b>	<b>MA12</b>	<b>MA24</b>	<b>MA30</b>	<b>6TH YR</b>	<b>PHD</b>
<b>3</b>	56,878	57,339	57,799	58,029	59,733	60,192	60,653	60,882	62,586	65,992
<b>4</b>	58,258	58,732	59,209	59,449	61,210	61,685	62,163	62,402	64,163	67,689
<b>5</b>	59,653	60,145	60,637	60,885	62,714	63,213	63,798	63,951	65,780	69,439
<b>6</b>	61,219	61,735	62,248	62,503	64,414	64,924	65,439	65,697	67,601	71,416
<b>7</b>	64,030	64,572	65,116	65,386	67,393	67,935	68,474	68,746	70,755	74,768
<b>8</b>	66,687	67,256	67,825	68,106	70,211	70,782	71,349	71,634	73,740	77,949
<b>9</b>	69,609	70,207	70,807	71,104	73,319	73,915	74,511	74,812	77,024	81,447
<b>10</b>	72,973	73,605	74,237	74,552	76,886	77,518	78,152	78,464	80,802	85,475
<b>11</b>	77,166	77,825	78,484	78,811	81,247	81,906	82,564	82,890	85,329	90,205
<b>12</b>	80,945	81,626	82,308	82,648	85,172	85,852	86,533	86,874	89,397	94,447
<b>13</b>	84,876	85,581	86,288	86,643	89,257	89,963	90,669	91,021	93,637	98,870
<b>14</b>	90,203	90,944	91,685	92,058	94,807	95,549	96,288	96,660	99,410	104,911
<b>15</b>	101,109	101,931	102,755	103,166	106,221	107,042	107,868	108,279	111,331	117,437

Teachers not on the maximum step in 2027-28 shall advance one step on the 2028-29 salary schedule. Step 2 was eliminated. Step 3 becomes the initial step. Step 15 was increased by 2.75% from 2027-28. Steps 2-6 were increased by 0.75%, Steps 7-10 by 1.00% and Steps 11-14 were increased by 1.13% from 2027-28.

**APPENDIX C-2  
SALARY SCHEDULE 2028-29  
For Teachers Hired on or After 7/1/2021**

<b>Step</b>	<b>BA</b>	<b>BA30</b>	<b>MA</b>	<b>MA30</b>	<b>6TH YR</b>
<b>3</b>	56,878	58,029	59,733	60,882	62,586
<b>4</b>	58,258	59,449	61,210	62,402	64,163
<b>5</b>	59,653	60,885	62,714	63,951	65,780
<b>6</b>	61,219	62,503	64,414	65,697	67,601
<b>7</b>	64,030	65,386	67,393	68,746	70,755
<b>8</b>	66,687	68,106	70,211	71,634	73,740
<b>9</b>	69,609	71,104	73,319	74,812	77,024
<b>10</b>	72,973	74,552	76,886	78,464	80,802
<b>11</b>	77,174	78,818	81,255	82,898	85,338
<b>12</b>	80,953	82,657	85,180	86,882	89,406
<b>13</b>	84,885	86,652	89,266	91,030	93,647
<b>14</b>	90,212	92,067	94,817	96,670	99,420
<b>15</b>	101,109	103,166	106,221	108,279	111,331

Teachers not on the maximum step in 2027-28 shall advance one step on the 2028-29 salary schedule. Step 2 was eliminated. Step 3 becomes the initial step. Step 15 was increased by 2.75% from 2027-28. Steps 2-6 were increased by 0.75%, Steps 7-10 by 1.00% and Steps 11-14 were increased by 1.13% from 2027-28.

Teachers hired on or after July 1, 2021 who have attained a PhD shall be paid an additional \$1,000 per Section 3.02 B.5 of the contract.

**APPENDIX D**  
**Extra-Curricular Stipends**

(i) CATEGORY	<u>2026-27</u>	<u>2027-28</u>	<u>2028-29</u>
<b><u>ACTIVITY</u></b>			
<b>A. <u>Elementary Schools Gr. 4-5</u></b>			
Grade 4 intramurals (Spring) #1 position	2,025	2,065	2,106
Grade 4 intramurals (Spring) #2 position	2,025	2,065	2,106
Grade 5 intramurals (Fall/Winter) #1 position	2,025	2,065	2,106
Grade 5 intramurals (Fall/Winter) #2 position	2,025	2,065	2,106
Grade 5 intramurals (Fall/Winter) #3 position	2,025	2,065	2,106
<b>B. <u>Student Council Advisor (2 stipends)</u></b>	2,025	2,065	2,106
<b>C. <u>Instrumental Music</u></b>			
Beginner Band	2,025	2,065	2,106
Intermediate Band & Strings	2,025	2,065	2,106
Advanced Band	2,025	2,065	2,106
Advanced Orchestra	2,025	2,065	2,106
<b>D. <u>Choral Music</u></b>			
Grade 4 Chorus	1,012	1,032	1,053
Grade 5 Chorus	1,012	1,032	1,053
<b><u>Schaghticoke M.S.</u></b>			
<b><u>Type A:</u></b>			
Chess Club	1,012	1,032	1,053
Art Club	1,012	1,032	1,053
International Festival (World Language Night-second position)	1,012	1,032	1,053

Intramurals (8 positions) 3 fall, 2 winter, 3 spring	1,012	1,032	1,053
Literary Magazine (2 positions – one for Artwork, one for writing)	1,012	1,032	1,053
<u>Type B:</u>			
Student Council Grade Level Advisors (1 for 6 <sup>th</sup> /1 for 7 <sup>th</sup> /1 for 8 <sup>th</sup> )	1,516	1,546	1,577
Leo Club Advisor	1,516	1,546	1,577
Academic Fitness Club	1,516	1,546	1,577
<u>Type C:</u>			
Yearbook	2,025	2,065	2,106
Computers for Children	2,025	2,065	2,106
Interscholastic Coaches	2,025	2,065	2,106
Voices	2,025	2,065	2,065
Jazz Band	2,025	2,065	2,065
Writing Lab/Eng.	2,025	2,065	2,065
Math Lab	2,025	2,065	2,065
<u>Type D:</u>			
Orchestra Director	2,533	2,583	2,635
Drama Club	2,533	2,583	2,635
6 <sup>th</sup> Grade Chorus	2,533	2,583	2,635
7 <sup>th</sup> Grade Chorus	2,533	2,583	2,635
8 <sup>th</sup> Grade Chorus	2,533	2,583	2,635
<u>Type E:</u>			
Band	4,557	4,649	4,741
Interscholastic Sports Coordinator	4,557	4,649	4,741
Student Council Coordinator	4,557	4,649	4,741

<u>New Milford H.S.</u>			
<u>Type A:</u>			
Gay-Straight Alliance	1,012	1,032	1,053
United Countries	1,012	1,032	1,053
German Honor Society	1,012	1,032	1,053
Emerging Artists Club	1,012	1,032	1,053
Intramurals	1,012	1,032	1,053
Music/Visual Tech	1,012	1,032	1,053
Music/Visual Tech	1,012	1,032	1,053
Music/Visual Tech	1,012	1,032	1,053
<u>Type B:</u>			
Freshman Class Advisors (2)*	1,516	1,546	1,577
Sophomore Class Advisors (2)*	1,516	1,546	1,577
Junior Class Advisors (2)*	1,516	1,546	1,577
Student Council Advisor	1,516	1,546	1,577
Spanish Honor Society	1,516	1,546	1,577
French Honor Society	1,516	1,546	1,577
Drama Club	1,266	1,292	1,317
Piper	1,516	1,546	1,577
Dance Ensemble	1,516	1,546	1,577
DECA	1,516	1,546	1,577
FBLA	1,516	1,546	1,577
VICA	1,516	1,546	1,577
HOSA	1,516	1,546	1,577
SADD	1,516	1,546	1,577
Guard Tech	1,516	1,546	1,577
Visual Tech	1,516	1,546	1,577

Drumline Captain Head	1,516	1,546	1,577
Drumline Assistant	1,516	1,546	1,577
Pit Instructor/Arranger	1,516	1,546	1,577
<u>Type C:</u>			
Debate	2,025	2,065	2,106
National Honor Society (2 positions)*	2,025	2,065	2,106
Key Club	2,025	2,065	2,106
Senior Class Advisor (3 positions)*	2,025	2,065	2,106
Math Team	2,025	2,065	2,106
Senior Art Show	2,025	2,065	2,106
Choreographer-School Musical	2,025	2,065	2,106
Jazz Band	2,025	2,065	2,106
Orchestra Director	2,025	2,065	2,106
Musical Pit-Orchestra	2,025	2,065	2,106
Guard Assistant	2,025	2,065	2,106
Visual Capt. Head	2,025	2,065	2,106
<u>Type D:</u>			
Student Council	2,533	2,583	2,635
Video Productions	2,533	2,583	2,635
School Musical Producer	2,533	2,583	2,635
Team Waramaug	2,533	2,583	2,635
Chorus	2,533	2,583	2,635
Newspaper "Chanticleer"	2,533	2,583	2,635
<u>Type E:</u>			
Auditorium	4,007	4,087	4,168
Yearbook	4,007	4,087	4,168
Guard Director	4,007	4,087	4,168

<u>Type F:</u> Director –All-School Musical	5,569	5,681	5,794
<u>Type G:</u> Band	5,831	5,948	6,067

**APPENDIX E  
EXTRA CURRICULAR COACH STIPENDS**

**New Milford High School**

<u>Activity</u>	<u>Level</u>	<u>2026-27</u>	<u>2027-28</u>	<u>2028-29</u>
Baseball	Varsity	\$5,042	\$5,143	\$5,246
	Jr. Varsity	\$3,278	\$3,344	\$3,411
	Freshman	\$2,522	\$2,573	\$2,624
Basketball – Men	Varsity	\$6,012	\$6,132	\$6,255
	Jr. Varsity	\$3,907	\$3,985	\$4,064
	Freshman	\$3,005	\$3,065	\$3,126
Basketball— Women	Varsity	\$6,012	\$6,132	\$6,255
	Jr. Varsity	\$3,907	\$3,985	\$4,064
	Freshman	\$3,005	\$3,065	\$3,126
Cheerleading	Varsity	\$3,675	\$3,749	\$3,824
	Jr. Varsity	\$2,389	\$2,438	\$2,487
Cross Country – Men	Varsity	\$3,633	\$3,706	\$3,780
	Assistant	\$2,361	\$2,049	\$2,457
Cross Country – Women	Varsity	\$3,633	\$3,706	\$3,780
	Assistant	\$2,361	\$2,409	\$2,457
Field Hockey	Varsity	\$4,943	\$5,042	\$5,143
	Assistant	\$3,212	\$3,276	\$3,342
Football	Varsity	\$6,221	\$6,345	\$6,472
	Assistant	\$4,044	\$4,125	\$4,208
Golf	Varsity	\$3,205	\$3,269	\$3,334
	Assistant	\$2,083	\$2,125	\$2,168
Gymnastics	Varsity	\$4,123	\$4,205	\$4,289
	Assistant	\$2,680	\$2,734	\$2,789
Ice Hockey	Varsity	\$3,994	\$4,074	\$4,156
	Assistant	\$2,595	\$2,647	\$2,700

Indoor Track	Varsity	\$2,967	\$3,027	\$3,087
	Assistant	\$1,928	\$1,966	\$2,006
Lacrosse – Men	Varsity	\$4,943	\$5,042	\$5,143
	Assistant	\$3,214	\$3,278	\$3,344
	Freshman	\$2,522	\$2,573	\$2,624
Lacrosse – Women	Varsity	\$4,943	\$5,042	\$5,143
	Assistant	\$3,214	\$3,278	\$3,344
	Freshman	\$2,522	\$2,573	\$2,624
Skiing (co-ed)		\$2,967	\$3,027	\$3,087
Soccer – Men	Varsity	\$4,943	\$5,042	\$5,143
	Assistant	\$3,212	\$3,276	\$3,342
	Freshman	\$2,472	\$2,522	\$2,572
Soccer – Women	Varsity	\$4,943	\$5,042	\$5,143
	Assistant	\$3,212	\$3,276	\$3,342
	Freshman	\$2,472	\$2,522	\$2,572
Softball	Varsity	\$5,042	\$5,143	\$5,246
	Assistant	\$3,278	\$3,344	\$3,411
Swimming– Men	Varsity	\$4,610	\$4,703	\$4,797
	Assistant	\$2,997	\$3,057	\$3,118
Swimming –Women	Varsity	\$4,610	\$4,703	\$4,797
	Assistant	\$2,997	\$3,057	\$3,118
Tennis – Men		\$3,221	\$3,286	\$3,351
Tennis – Women		\$3,221	\$3,286	\$3,351
Track – Men	Varsity	\$4,980	\$5,079	\$5,181
	Assistant	\$3,235	\$3,300	\$3,366
Track –Women	Varsity	\$4,980	\$5,079	\$5,181
	Assistant	\$3,235	\$3,300	\$3,366
Volleyball	Varsity	\$4,943	\$5,042	\$5,143
	Assistant	\$3,212	\$3,276	\$3,342
Weight Room	Supervisor	\$5,143	\$5,246	\$5,351
Wrestling	Varsity	\$4,943	\$5,042	\$5,143
	Assistant	\$3,212	\$3,276	\$3,342

## APPENDIX F

### CURRICULAR TYPE ACTIVITY ANNUAL STIPEND SCHEDULE

<u>Position</u>	<u>Stipend</u> <u>2026-29</u>
<b>Department Chairperson</b>	
3-5 members, including Chair	\$3,574
6-8 members, including Chair	\$3,852
9 or more members, including Chair	\$4,499
<b>Head Teacher</b>	
High School Special Subject	\$2,542
Middle School Academic Subject	\$3,131
<b>Coordinator</b>	
Activity Coordinator-Middle School	\$4,691
A/V Equipment Coordinator	\$1,319
Psychological Services Coordinator	\$4,974
Speech Services Coordinator	\$4,974
<b>Team Leaders</b>	\$3,131

## APPENDIX G

### CURRICULAR TYPE ACTIVITY HOURLY AND PER EVENT STIPEND SCHEDULE

<u>Position</u>	<u>Stipend</u>
	<u>2026-2029</u>
**Home Teaching	\$55.00
***Summer School	\$55.00
Adult Education	\$50.00
	<u>Per Event Rates</u>
<u>Chaperones</u>	
Chaperone Duties	\$50.00
Chaperone in Charge	\$60.00

\*\* Time is computed on a portal-to-portal basis by calculating the time it takes the teacher to travel from the school to the location where the teaching is to occur and then to the teacher's home, with the time it normally takes the teacher to travel from school to his or her home subtracted therefrom. In addition, travel will be reimbursed at the IRS rate, and mileage will be calculated on the same basis applicable to measuring portal to portal time.

\*\*\* Summer school pay will be in two (2) installments.

## APPENDIX H – SABBATICAL LEAVE APPLICATION

To: The New Milford Board of Education

I, \_\_\_\_\_, hereby make application for Sabbatical Leave.

1. Address \_\_\_\_\_ 2. Phone \_\_\_\_\_

3. School \_\_\_\_\_

4. Subject/ Grade \_\_\_\_\_

5. Date Service began in the New Milford Public Schools \_\_\_\_\_

6. Present Salary \_\_\_\_\_ 7. Salary Step \_\_\_\_\_

8. Dates requested for Sabbatical Leave: from \_\_\_\_\_ to \_\_\_\_\_

9. Purpose for which Sabbatical Leave is to be used.

Attach a full description of sabbatical leave plans including the objectives of the proposed study. Upon returning from such leave the teacher or administrator shall submit a written report satisfactory to the Superintendent of Schools and Board of Education including successful completion of studies, upon receipt of which the Superintendent shall certify the final installments for payment.

10. I understand that my salary during the sabbatical leave requested will be paid according to Policy #4152 including health insurance benefits, and that regular approved deductions will be made. I also understand that gainful employment is prohibited during sabbatical leave, and will constitute breach of contract. I further agree to return to duty in the New Milford Public Schools following my leave.

Signed: \_\_\_\_\_

11. I understand and I have been informed that it is my duty, should I leave school while on said sabbatical leave of absence, to apply forthwith for a termination of said sabbatical leave and to apply for a leave of absence without pay and failure on my part to do so will constitute breach of contract.

Signed: \_\_\_\_\_

Approved: \_\_\_\_\_, Chairman  
\_\_\_\_\_, Board of Education  
\_\_\_\_\_, Town of New Milford

**APPENDIX I**

(Type or Print in Triplicate)

**GRIEVANCE FORM A**

**FORMAL GRIEVANCE PRESENTATION**

(To be completed by aggrieved person)

AGGRIEVED PERSON \_\_\_\_\_ DATE OF FORMAL PRESENTATION \_\_\_\_\_

HOME ADDRESS OF AGGRIEVED PERSON \_\_\_\_\_

SCHOOL \_\_\_\_\_ PRINCIPAL \_\_\_\_\_

YEARS IN NEW MILFORD SCHOOL SYSTEM \_\_\_\_\_ SUBJECT AREA/GRADE \_\_\_\_\_

NAME OF ASSOCIATION SCHOOL REPRESENTATIVE \_\_\_\_\_

**STATEMENT OF GRIEVANCE:** (To include provisions of contract allegedly violated)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ACTION REQUESTED:**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Aggrieved

**APPENDIX I**

(Type or Print in Triplicate)

**GRIEVANCE FORM B**

**REFERRAL BY EXECUTIVE COMMITTEE OF THE ASSOCIATION**  
(Class Grievance)

(To be completed by a member of the Association's Executive Committee)

AGGRIEVED PERSON \_\_\_\_\_ DATE OF FORMAL GRIEVANCE PRESENTATION \_\_\_\_\_  
CHAIRMAN \_\_\_\_\_ DATE REFERRAL RECEIVED BY ASSOCIATION \_\_\_\_\_

**STATEMENT OF GRIEVANCE:** (To include provisions of contract allegedly violated)

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The attached grievance is hereby referred to the Superintendent of Schools for a hearing.

Date of Referral \_\_\_\_\_

Signature of Member of Executive Committee \_\_\_\_\_

**APPENDIX I**

(Type or Print in Triplicate)

**GRIEVANCE FORM C**

**APPEAL TO BOARD OF EDUCATION**

AGGRIEVED  
PERSON \_\_\_\_\_

DATE OF FORMAL  
GRIEVANCE PRESENTATION  
(Superintendent filing) \_\_\_\_\_

STATEMENT OF GRIEVANCE: (Attach copy of original Grievance)

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REMEDY REQUESTED:

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Date of Filing Appeal to Board \_\_\_\_\_

\_\_\_\_\_  
Signature of Person Filing

(Board normally has 30 days to act)

## APPENDIX J

Summary of Benefits and Coverage: What this Plan Covers & What You Pay For Covered Services  
 State of Connecticut: Expanded Access Partnership Plan

Coverage Period: 07/01/2025 – 06/30/2026  
 Coverage for: Individual/Family | Plan Type: POS

 The Summary of Benefits and Coverage (SBC) document will help you choose a health plan. The SBC shows you how you and the plan would share the cost for covered healthcare services. **NOTE: Information about the cost of this plan (called the premium) will be provided separately. This is only a summary.** For more information about your coverage, or to get a copy of the complete terms of coverage, visit <https://osc.ct.gov/ctpartner/docs/State%20of%20CT%202023%20Partnership%20Medical-Plan-Document-Rev.03.2024.pdf> For general definitions of common terms, such as allowed amount, balance billing, coinsurance, copay, deductible, provider, or other underlined terms see the Glossary. You can view the Glossary at <http://www.ccoio.cms.gov> or call Quantum Health at 1-833-740-3258 to request a copy.

Important Questions	Answers	Why This Matters:
<b>What is the overall deductible?</b>	<u>In-network</u> : \$350/individual; \$1,400/family. Waived for Health Enhancement Program (HEP) Members <u>Out-of-network</u> : \$300/individual; \$900/family	Generally, you must pay all of the costs from <u>providers</u> up to the <u>deductible</u> amount before this <u>plan</u> begins to pay. Once you or a family member meets the individual <u>deductible</u> amount, the <u>plan</u> begins to pay for you or that family member. If you have other family members on the <u>plan</u> , each family member must meet their own individual <u>deductible</u> until the total amount of <u>deductible</u> expenses paid by all family members meets the overall family <u>deductible</u> .
<b>Are there services covered before you meet your deductible?</b>	Yes. <u>In-network</u> primary care and <u>specialist</u> office visits, <u>in-network</u> preventive care, <u>prescription drugs</u> , <u>emergency room care</u> , <u>in-network</u> urgent care, <u>in-network</u> mental health and substance abuse outpatient services, and <u>in-network</u> eye exams are covered before you meet your <u>deductible</u> .	This <u>plan</u> covers some items and services even if you haven't yet met the <u>deductible</u> amount. But a <u>copay</u> or <u>coinsurance</u> may apply. For example, this <u>plan</u> covers certain <u>preventive services</u> without <u>cost sharing</u> and before you meet your <u>deductible</u> . See a list of covered <u>preventive services</u> at <a href="https://www.healthcare.gov/coverage/preventive-care-benefits/">https://www.healthcare.gov/coverage/preventive-care-benefits/</a>
<b>Are there other deductibles for specific services?</b>	No.	You don't have to meet <u>deductibles</u> for specific services.
<b>What is the out-of-pocket limit for this plan?</b>	Medical: <u>In-network</u> : \$2,000/individual; \$4,000/family; <u>Out-of-network</u> : \$2,300/individual; \$4,900/family <u>Prescription drugs</u> : \$4,600/individual; \$9,200/family	The <u>out-of-pocket limit</u> is the most you could pay in a year for covered services. If you have other family members in this <u>plan</u> , they have to meet their own <u>out-of-pocket limits</u> until the overall family <u>out-of-pocket limit</u> has been met.
<b>What is not included in the out-of-pocket limit?</b>	<u>Premiums</u> , <u>balance-billing</u> charges, penalties for failure to obtain prior authorization for services and health care this <u>plan</u> doesn't cover.	Even though you pay these expenses, they don't count toward the <u>out-of-pocket limit</u> .

APPENDIX J

Chat with a professional Care Coordinator Monday-Friday, 8:30am – 10pm at 1-833-740-3258 or visit [carecompass.quantum-health.com](https://carecompass.quantum-health.com).

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Important Questions	Answers	Why This Matters:
Will you pay less if you use a <b>network provider</b> ?	Yes. See <a href="https://carecompass.quantum-health.com/">https://carecompass.quantum-health.com/</a> or call 1-833-740-3258 for a list of <b>network providers</b> .	This <b>plan</b> uses a <b>provider network</b> . You will pay less if you use a <b>provider</b> in the <b>plan's network</b> . You will pay the most if you use an <b>out-of-network provider</b> , and you might receive a bill from a <b>provider</b> for the difference between the <b>provider's</b> charge and what your <b>plan</b> pays ( <b>balance billing</b> ). Be aware your <b>network provider</b> might use an <b>out-of-network provider</b> for some services (such as lab work). Check with your <b>provider</b> before you get services.
Do you need a <b>referral</b> to see a <b>specialist</b> ?	No.	You can see the <b>specialist</b> you choose without a <b>referral</b> .

 All **copayment** and **coinsurance** costs shown in this chart are after your **deductible** has been met, if a **deductible** applies.

Common Medical Event	Services You May Need	What You Will Pay			Limitations, Exceptions, & Other Important Information
		Tier 1 In-Network Provider (You will pay the least)	In-Network Provider	Out-of-Network Provider (You will pay the most)	
If you visit a health care provider's office or clinic	Primary care visit to treat an injury or illness	No charge. <b>Deductible</b> does not apply.	\$15 <b>copay</b> /visit	20% <b>coinsurance</b>	None.
	<b>Specialist</b> visit	No charge. <b>Deductible</b> does not apply.	\$15 <b>copay</b> /visit	20% <b>coinsurance</b>	
	<b>Preventive care/screening/immunization</b>	No charge. <b>Deductible</b> does not apply.	No charge. <b>Deductible</b> does not apply.	20% <b>coinsurance</b>	You may have to pay for services that aren't preventive. Ask your <b>provider</b> if the services needed are preventive. Then check what your <b>plan</b> will pay for.

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If you have a test	<u>Diagnostic and preventive test</u> (blood work)	Site of Service Provider No charge.	20% <u>coinsurance</u>	40% <u>coinsurance</u>	None.
	Imaging (x-ray/CT/PET scans, MRIs)	No charge.	20% <u>coinsurance</u>	40% <u>coinsurance</u>	Prior authorization required for high-cost imaging such as MRI, CT/PET scans to avoid penalty of lesser of \$500 or 20% of cost of services.

Common Medical Event	Services You May Need	What You Will Pay			Limitations, Exceptions, & Other Important Information
		Tier 1 In-Network Provider (You will pay the least)	In-Network Provider	Out-of-Network Provider (You will pay the most)	
	Generic drugs	Preferred generic - Non-Maintenance: \$5 <u>copay</u> /fill retail; Preferred generic - Maintenance: \$5 <u>copay</u> /fill mail order or Maintenance drug pharmacy. Non-preferred generic: Non-Maintenance: \$10 <u>copay</u> /fill retail; Non-preferred - Maintenance: \$10 <u>copay</u> /fill mail order or Maintenance drug pharmacy.		20% <u>coinsurance</u> for non-participating pharmacy.	<u>Deductible</u> will not apply to <u>prescription drug coverage</u> . No charge for generic preventive care drugs (e.g., FDA-approved generic contraceptives) or brand name preventive care drugs if generic drugs are not medically appropriate). Check the details at <a href="https://carecompass.ct.gov/state/pharmacy/">https://carecompass.ct.gov/state/pharmacy/</a>

Chat with a professional Care Coordinator Monday-Friday, 8:30am – 10pm at 1-833-740-3258 or visit [carecompass.quantum-health.com](https://carecompass.quantum-health.com).

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<p><b>If you need drugs to treat your illness or condition</b> More information about <b>prescription drug coverage</b> is available at <a href="https://carecompass.ct.gov/state/pharmacy/">https://carecompass.ct.gov/state/pharmacy/</a></p>	Preferred brand drugs	Non-Maintenance: \$25 <u>copay</u> /fill retail; Maintenance: \$25 <u>copay</u> /initial fill mail order/Maintenance drug pharmacy.	20% <u>coinsurance</u> for non-participating pharmacy.	Maintenance drugs must be filled by mail order or maintenance drug pharmacy after first initial retail fill. Penalty may apply if brand name drug is requested when a generic is available. <u>Prescription drugs</u> purchased at a retail pharmacy are limited to a maximum of a 30-day supply; <u>prescription drugs</u> purchased through mail order or maintenance drug pharmacy are limited to a maximum of a 90-day supply. For some <u>prescription drugs</u> , prior authorization may be required. <u>Prescription drug coverage</u> is separately administered.
	Non-preferred brand drugs	Non-Maintenance: \$40 <u>copay</u> /fill retail; Maintenance: \$40 <u>copay</u> /initial fill mail order/Maintenance drug pharmacy.	20% <u>coinsurance</u> for non-participating pharmacy.	
	<u>Specialty drugs</u>	No charge for <u>specialty drugs</u> if enrolled in PrudentRx program. Same as non-preferred brand drugs if not enrolled in PrudentRx program.	Not covered	

Common Medical Event	Services You May Need	What You Will Pay			Limitations, Exceptions, & Other Important Information
		Tier 1 <u>In-Network Provider</u> (You will pay the least)	<u>In-Network Provider</u>	<u>Out-of-Network Provider</u> (You will pay the most)	
<b>If you have outpatient surgery</b>	Facility fee (e.g., ambulatory surgery center)	No charge		20% <u>coinsurance</u>	Prior authorization required to avoid penalty of lesser of \$500 or 20% of cost of services.
	Physician/surgeon fees	No charge		20% <u>coinsurance</u>	

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		\$250 <u>copay/visit</u> .	\$250 <u>copay/visit</u>	
<b>If you need immediate medical attention</b>	<u>Emergency room care</u>			<u>Copay</u> waived if admitted or if no reasonable medical alternative.
	<u>Emergency medical transportation</u>	No charge	No charge	None.
	<u>Urgent care</u>	\$15 <u>copay/visit</u>	20% <u>coinsurance</u>	None.
<b>If you have a hospital stay</b>	Facility fee (e.g., hospital room)	No charge	20% <u>coinsurance</u>	Prior authorization required to avoid penalty of lesser of \$500 or 20% of cost of services. No coverage in excess of cost of a semi-private room unless <u>medically necessary</u> . Prior authorization required to avoid penalty of lesser of \$500 or 20% of cost of services.
	Physician/surgeon fees	No charge	20% <u>coinsurance</u>	

Common Medical Event	Services You May Need	What You Will Pay			Limitations, Exceptions, & Other Important Information
		Tier 1 In-Network Provider (You will pay the least)	In-Network Provider	Out-of-Network Provider (You will pay the most)	
<b>If you need mental health, behavioral</b>	Outpatient services	\$15 <u>copay/visit</u>		20% <u>coinsurance</u>	None.

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health, or substance abuse services	Inpatient services	No charge	20% <u>coinsurance</u>	Prior authorization required to avoid penalty of lesser of \$500 or 20% of cost of services.
If you are pregnant	Office visits	\$15 <u>copay</u> /first visit only	20% <u>coinsurance</u>	<u>Cost sharing</u> does not apply for <u>preventive care services</u> . Depending on the type of services, a <u>copay</u> , <u>coinsurance</u> , or <u>deductible</u> may apply. Maternity care may include tests and services described within another section (i.e., ultrasound).
	Childbirth/delivery professional services	No charge	20% <u>coinsurance</u>	Prior authorization required to avoid penalty of lesser of \$500 or 20% of cost of services.
	Childbirth/delivery facility services	No charge	20% <u>coinsurance</u>	

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Common Medical Event	Services You May Need	What You Will Pay			Limitations, Exceptions, & Other Important Information
		Tier 1 In-Network Provider (You will pay the least)	In-Network Provider	Out-of-Network Provider (You will pay the most)	
<b>If you need help recovering or have other special health needs</b>	<u>Home health care</u>	No charge			Limit: 200 visits/calendar year. Prior authorization required (except for pre-1999 retirees) to avoid penalty of lesser of \$500 or 20% of covered services.
	<u>Rehabilitation services</u>	No charge		20% coinsurance	<u>In-network</u> speech therapy limit: 30 visits/calendar year. Limit does not apply to treatment resulting from autism, stroke, tumor removal, injury or congenital anomalies of oropharynx. <u>Out-of-network</u> physical, occupational, chiropractic, speech & autism therapy limit: 30 visits/condition/calendar year.
	<u>Habilitation services</u>	No charge		20% coinsurance	None.
	<u>Skilled nursing care</u>	No charge		20% coinsurance	<u>Out-of-network</u> services limit: 60 days/calendar year. Prior authorization required to avoid penalty of lesser of \$500 or 20% of cost of services.
	<u>Durable medical equipment</u>	No charge		20% coinsurance	Prior authorization required to avoid penalty of lesser of \$500 or 20% of cost of services. <u>Out-of-network</u> in-home hospice limit: 200 visits/calendar year. <u>Out-of-network</u> inpatient hospice limit: 60 days/calendar year.
	<u>Hospice services</u>	No charge		20% coinsurance	Prior authorization required for inpatient services to avoid penalty of lesser of \$500 or 20% of cost of services.

Chat with a professional Care Coordinator Monday-Friday, 8:30am – 10pm at 1-833-740-3258 or visit [carecompass.quantum-health.com](http://carecompass.quantum-health.com).

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Common Medical Event	Services You May Need	What You Will Pay			Limitations, Exceptions, & Other Important Information
		Tier 1 In-Network Provider (You will pay the least)	In-Network Provider	Out-of-Network Provider (You will pay the most)	
If your child needs dental or eye care	Children's eye exam	\$15 copay/visit Deductible does not apply.		50% coinsurance	Limit: 1 visit/calendar year.
	Children's glasses	Not covered		Not covered	You must pay 100% of this service, even <u>in-network</u> .
	Children's dental check-up	Not covered		Not covered	You must pay 100% of this service, even <u>in-network</u> .

Excluded Services & Other Covered Services:

Services Your Plan Generally Does NOT Cover (Check your policy or plan document for more information and a list of any other excluded services.)	
<ul style="list-style-type: none"> <li>• Children's dental check-up</li> <li>• Children's glasses</li> <li>• Cosmetic surgery</li> <li>• Dental care (Adult)</li> </ul>	<ul style="list-style-type: none"> <li>• Long-term care</li> <li>• Non-emergency care outside the U.S. (<u>urgent care</u> covered).</li> <li>• Routine foot care</li> </ul>
Other Covered Services (Limitations may apply to these services. This isn't a complete list. Please see your plan document.)	
<ul style="list-style-type: none"> <li>• Acupuncture (covered only if <u>medically necessary</u> for osteoarthritis or nausea and vomiting associated with surgery, chemotherapy or pregnancy)</li> <li>• Bariatric surgery (prior authorization required)</li> </ul>	<ul style="list-style-type: none"> <li>• Chiropractic care (limit: 30 <u>out-of-network</u> visits/year)</li> <li>• Hearing aid (limit: 1 set per 36 month period; prior authorization may be required for bone-anchored devices)</li> <li>• Infertility treatment (prior authorization required)</li> <li>• Private duty nursing (prior authorization required)</li> <li>• Routine eye care (Adult) (limit: 1 exam/year)</li> </ul>

Chat with a professional Care Coordinator Monday-Friday, 8:30am – 10pm at 1-833-740-3258 or visit [carecompass.quantum-health.com](http://carecompass.quantum-health.com).

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**Your Rights to Continue Coverage:** There are agencies that can help if you want to continue your coverage after it ends. The contact information for those agencies is: the Department of Health and Human Services, Center for Consumer Information and Insurance Oversight, at 877-267-2323 x61565 or <http://www.ccio.cms.gov>. Other coverage options may be available to you too, including buying individual insurance coverage through the [Health Insurance Marketplace](#). For more information about the [Marketplace](#), visit [www.HealthCare.gov](http://www.HealthCare.gov) or call 800-318-2596.

**Your Grievance and Appeals Rights:** There are agencies that can help if you have a complaint against your [plan](#) for a denial of a [claim](#). This complaint is called a [grievance](#) or [appeal](#). For more information about your rights, look at the explanation of benefits you will receive for that medical [claim](#). Your [plan](#) documents also provide complete information on how to submit a [claim](#), [appeal](#), or a [grievance](#) for any reason to your [plan](#). For more information about your rights, this notice, or assistance, contact:

Quantum Health  
5240 Blazer Parkway  
Dublin, OH 43017  
1-833-740-3258

CVS/Caremark  
Prescription Claim Appeals MC109  
P.O. Box 52084  
Phoenix, AZ 85072-2084  
Fax: 866-443-1172

Additionally, a consumer assistance program can help you file your [appeal](#). Contact the Connecticut Office of the Healthcare Advocate at 866-466-4446.

Does this [plan](#) provide [Minimum Essential Coverage](#)? **Yes**

[Minimum Essential Coverage](#) generally includes [plans](#), [health insurance](#) available through the [Marketplace](#) or other individual market policies, Medicare, Medicaid, CHIP, TRICARE, and certain other coverage. If you are eligible for certain types of [Minimum Essential Coverage](#), you may not be eligible for the [premium tax credit](#).

Does this [plan](#) meet the [Minimum Value Standards](#)? **Yes**

If your [plan](#) doesn't meet the [Minimum Value Standards](#), you may be eligible for a [premium tax credit](#) to help you pay for a [plan](#) through the [Marketplace](#).

Language Access Services:

Para obtener asistencia en Español, llame al 800-922-2232.

Kung kailangan ninyo ang tulong sa Tagalog tumawag sa 800-922-2232.

如果需要中文的帮助, 请拨打这个号码 800-922-2232.

Dine'ehgo shika at'ohwol ninisingo, kwijigo holne' 800-922-2232.

-----To see examples of how this [plan](#) might cover costs for a sample medical situation, see the next section.-----

Chat with a professional Care Coordinator Monday-Friday, 8:30am – 10pm at 1-833-740-3258 or visit [carecompass.quantum-health.com](http://carecompass.quantum-health.com).

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About these Coverage Examples:



**This is not a cost estimator.** Treatments shown are just examples of how this plan might cover medical care. Your actual costs will be different depending on the actual care you receive, the prices your providers charge, and many other factors. Focus on the cost sharing amounts (deductibles, copays and coinsurance) and excluded services under the plan. Use this information to compare the portion of costs you might pay under different health plans. Please note these coverage examples are based on self-only coverage.

**Peg is Having a Baby**  
(9 months of in-network pre-natal care and a hospital delivery)

■ The plan's overall deductible	\$350
■ Specialist copayment	\$15
■ Hospital (facility)	\$0
■ Other	\$0

This EXAMPLE event includes services like:

- Specialist office visits (prenatal care)
- Childbirth/Delivery Professional Services
- Childbirth/Delivery Facility Services
- Diagnostic tests (ultrasounds and blood work)
- Specialist visit (anesthesia)

**Total Example Cost** \$12,700

In this example, Peg would pay:

<u>Cost Sharing</u>	
<u>Deductibles</u>	\$350
<u>Copays</u>	\$25
<u>Coinsurance</u>	\$0
<u>What isn't covered</u>	
Limits or exclusions	\$60
<b>The total Peg would pay is</b>	<b>\$435</b>

**Managing Joe's type 2 Diabetes**  
(a year of routine in-network care of a well-controlled condition)

■ The plan's overall deductible	\$350
■ Specialist copayment	\$15
■ Hospital (facility)	\$0
■ Other	\$0

This EXAMPLE event includes services like:

- Primary care physician office visits (including disease education)
- Diagnostic tests (blood work)
- Prescription drugs
- Durable medical equipment (glucose meter)

**Total Example Cost** \$5,600

In this example, Joe would pay:

<u>Cost Sharing</u>	
<u>Deductibles</u>	\$120
<u>Copays</u>	\$190
<u>Coinsurance</u>	\$0
<u>What isn't covered</u>	
Limits or exclusions	\$0
<b>The total Joe would pay is</b>	<b>\$310</b>

**Mia's Simple Fracture**  
(in-network emergency room visit and follow up care)

■ The plan's overall deductible	\$350
■ Specialist copayment	\$15
■ Hospital (facility)	\$0
■ Other	\$0

This EXAMPLE event includes services like:

- Emergency room care (including medical supplies)
- Diagnostic test (x-ray)
- Durable medical equipment (crutches)
- Rehabilitation services (physical therapy)

**Total Example Cost** \$2,800

In this example, Mia would pay:

<u>Cost Sharing</u>	
<u>Deductibles</u>	\$350
<u>Copays</u>	\$320
<u>Coinsurance</u>	\$0
<u>What isn't covered</u>	
Limits or exclusions	\$0
<b>The total Mia would pay is</b>	<b>\$670</b>

**NOTE:** These numbers assume the patient does not participate in the plan's Health Enhancement Program (HEP). If you participate in HEP, you may be able to reduce your cost. For more information about HEP, please visit <https://carecompass.ct.gov/hep/>

The plan would be responsible for the other costs of these EXAMPLE-covered services.

**APPENDIX K**

***Cigna Dental Benefit Summary***  
***New Milford Town and Board of Education – DENT2***  
***Plan Renewal Date: 07/01/2025***



Administered by: Cigna Health and Life Insurance Company

This material is for informational purposes only and is designed to highlight some of the benefits available under this plan. Consult the plan documents to determine specific terms of coverage relating to your plan. Terms include covered procedures, applicable waiting periods, exclusions and limitations. **Your DPPO plan allows you to see any licensed dentist, but using an in-network dentist may minimize your out-of-pocket expenses.**

<b>DPPO</b>				
<b>Network Options</b>	<b>In-Network: Total Network</b>		<b>Non-Network: See Non-Network Reimbursement</b>	
<b>Reimbursement Levels</b>	Based on Contracted Fees		Maximum Reimbursable Charge	
<b>Calendar Year Benefits Maximum</b> Applies to: Class I, II & III expenses	\$1,000		\$1,000	
<b>Calendar Year Deductible</b> Individual Family	\$50 \$150		\$50 \$150	
<b>Benefit Highlights</b>	<b>Plan Pays</b>	<b>You Pay</b>	<b>Plan Pays</b>	<b>You Pay</b>
<b>Class I: Diagnostic &amp; Preventive</b> Oral Evaluations Prophylaxis: routine cleanings X-rays: routine X-rays: non-routine Fluoride Application Sealants: per tooth Space Maintainers: non-orthodontic Emergency Care to Relieve Pain (Note: This service is administered at the in-network coinsurance level.)	100% No Deductible	No Charge	100% No Deductible	No Charge
<b>Class II: Basic Restorative</b> Restorative: fillings (Includes composite (white/tooth-colored) fillings on molars.) Endodontics: minor and major Periodontics: minor and major Oral Surgery: minor and major Anesthesia: general and IV sedation Repairs: bridges, crowns and inlays Repairs: dentures Denture Relines, Rebases and Adjustments	80% After Deductible	20% After Deductible	80% After Deductible	20% After Deductible
<b>Class III: Major Restorative</b> Inlays and Onlays Prosthesis Over Implant Crowns: prefabricated stainless steel / resin Crowns: permanent cast and porcelain Bridges and Dentures	50% After Deductible	50% After Deductible	50% After Deductible	50% After Deductible

<b>Benefit Plan Provisions:</b>	
<b>In-Network Reimbursement</b>	For services provided by a Cigna Dental PPO network dentist, Cigna Dental will reimburse the dentist according to a Fee Schedule or Discount Schedule.
<b>Non-Network Reimbursement</b>	For services provided by a non-network dentist, Cigna Dental will reimburse according to the Maximum Reimbursable Charge. The MRC is calculated at the 95th percentile of all provider submitted amounts in the geographic area. The dentist may balance bill up to their usual fees.
<b>Cross Accumulation</b>	All deductibles, plan maximums, and service specific maximums cross accumulate between in and out of network. Benefit frequency limitations are based on the date of service and cross accumulate between in and out of network.
<b>Calendar Year Benefits Maximum</b>	The plan will only pay for covered charges up to the yearly Benefits Maximum, when applicable. Benefit-specific Maximums may also apply.
<b>Calendar Year Deductible</b>	This is the amount you must pay before the plan begins to pay for covered charges, when applicable. Benefit-specific deductibles may also apply.
<b>Pretreatment Review</b>	Pretreatment review is available on a voluntary basis when dental work in excess of \$200 is proposed.
<b>Alternate Benefit Provision</b>	When more than one covered Dental Service could provide suitable treatment based on common dental standards, Cigna will determine the covered Dental Service on which payment will be based and the expenses that will be included as Covered Expenses. This provision does not apply to composite (white/tooth-colored) fillings on molars.
<b>Oral Health Integration Program*</b>	The Cigna Dental Oral Health Integration Program offers enhanced dental coverage for customers with certain medical conditions. There is no additional charge to participate in the program. Those who qualify can receive reimbursement of their coinsurance for eligible dental services. Eligible customers can also receive guidance on behavioral issues related to oral health. Reimbursements under this program are not subject to the annual deductible, but will be applied to the plan annual maximum. For more information on how to enroll in this program and a complete list of terms and eligible conditions, go to <a href="http://www.mycigna.com">www.mycigna.com</a> or call customer service 24/7 at 1-800-Cigna24.
<b>Timely Filing</b>	Out of network claims submitted to Cigna after 365 days from date of service will be denied.
<b>Benefit Limitations:</b>	
Missing Tooth Limitation	For teeth missing prior to coverage with Cigna, the amount payable is 50% of the amount otherwise payable until covered for 24 months; thereafter, considered a Class III expense.
Oral Evaluations/Exams	2 per calendar year.
X-rays (routine)	Bitewings: 2 per calendar year.
X-rays (non-routine)	Complete series of radiographic images and panoramic radiographic images: Limited to a combined total of 1 per 36 months.
Cleanings	2 per calendar year, including periodontal maintenance procedures following active therapy.
Fluoride Application	1 per calendar year for children under age 19.
Sealants (per tooth)	Limited to posterior tooth. 1 treatment per tooth every 36 months for children under age 14.
Space Maintainers	Limited to non-orthodontic treatment for children under age 19.
Crowns, Bridges, Dentures and Partial	Replacement every 60 months if unserviceable and cannot be repaired. Benefits are based on the amount payable for non-precious metals. No porcelain or white/tooth-colored material on molar crowns or bridges.
Denture and Bridge Repairs	Reviewed if more than once.
Denture Relines, Rebases and Adjustments	Covered if more than 6 months after installation.
Prosthesis Over Implant	Replacement every 60 months if unserviceable and cannot be repaired. Benefits are based on the amount payable for non-precious metals. No porcelain or white/tooth-colored material on molar crowns or bridges.

**Benefit Exclusions:**

Covered Expenses will not include, and no payment will be made for the following:

- Procedures and services not included in the list of covered dental expenses;
- Diagnostic: cone beam imaging;
- Preventive Services: instruction for plaque control, oral hygiene and diet;
- Restorative: veneers of porcelain, ceramic, resin, or acrylic materials on crowns or pontics on or replacing the upper and or lower first, second and/or third molars;
- Periodontics: bite registrations; splinting;
- Prosthodontic: precision or semi-precision attachments;
- Implants: implants or implant related services;
- Orthodontics: orthodontic treatment;
- Procedures, appliances or restorations, except full dentures, whose main purpose is to change vertical dimension, diagnose or treat conditions of dysfunction of the temporomandibular joint (TMJ), stabilize periodontally involved teeth or restore occlusion;
- Athletic mouth guards;
- Services performed primarily for cosmetic reasons;
- Personalization or decoration of any dental device or dental work;
- Replacement of an appliance per benefit guidelines;
- Services that are deemed to be medical in nature;
- Services and supplies received from a hospital;
- Drugs: prescription drugs;
- Charges in excess of the Maximum Reimbursable Charge.

This document provides a summary only. It is not a contract. If there are any differences between this summary and the official plan documents, the terms of the official plan documents will prevail.

Product availability may vary by location and plan type and is subject to change. All group dental insurance policies and dental benefit plans contain exclusions and limitations. For costs and details of coverage, review your plan documents or contact a Cigna representative.

A copy of the NH Dental Outline of Coverage is available and can be downloaded at Health Insurance & Medical Forms for Customers | Cigna under Dental Forms.

All Cigna products and services are provided exclusively by or through operating subsidiaries of Cigna Corporation, including Cigna Health and Life Insurance Company (CHLIC), Connecticut General Life Insurance Company, and Cigna Dental Health, Inc.

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## APPENDIX L

**Humana Vision 100**

**CONNECTICUT**

### New Milford Public Schools

Vision care services	If you use an <b>IN-NETWORK</b> provider (Member cost)	If you use an <b>OUT-OF-NETWORK</b> provider (Reimbursement)
Exam with dilation as necessary • Retinal imaging <sup>1</sup>	\$10 Up to \$39	Up to \$30 Not covered
Contact lens exam options <sup>2</sup> • Standard contact lens fit and follow-up • Premium contact lens fit and follow-up	Up to \$55 10% off retail	Not covered Not covered
Frames <sup>3</sup>	\$100 allowance 20% off balance over \$100	\$50 allowance
Standard plastic lenses <sup>4</sup> • Single vision • Bifocal • Trifocal • Lenticular	\$25 \$25 \$25 \$25	Up to \$25 Up to \$40 Up to \$60 Up to \$100
Covered lens options <sup>5</sup> • UV coating • Tint (solid and gradient) • Standard scratch-resistance • Standard polycarbonate - adults • Standard polycarbonate - children <19 • Standard anti-reflective coating • Premium anti-reflective coating  Tier 1 Tier 2 - Tier 3 • Standard progressive (add-on to bifocal) • Premium progressive Tier 1 Tier 2 - Tier 3 - Tier 4 • Photochromatic / plastic transitions • Polarized	\$15 \$15 \$15 \$40 \$40 \$45 Premium anti-reflective coatings as follows:  \$57 \$68 80% of charge \$25 Premium progressives as follows: \$110 \$120 \$135 \$90 copay, 80% of charge less \$120 allowance \$75 20% off retail	Not covered Not covered Not covered Not covered Not covered Not covered Premium anti-reflective coatings as follows: Not covered Not covered Not covered Up to \$40 Premium progressives as follows: Not covered Not covered Not covered Not covered Not covered Not covered
Contact lenses <sup>6</sup> (applies to materials only) • Conventional • Disposable • Medically necessary	\$100 allowance, 15% off balance over \$100 \$100 allowance \$0	\$80 allowance \$80 allowance \$200 allowance

**Humana**

APPENDIX L

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## Humana Vision 100

Vision care services	If you use an IN-NETWORK provider (Member cost)	If you use an OUT-OF-NETWORK provider (Reimbursement)
<b>Frequency</b> • Examination • Lenses or contact lenses • Frame	Once every 12 months Once every 12 months Once every 24 months	Once every 12 months Once every 12 months Once every 24 months
<b>Diabetic Eye Care: care and testing for diabetic members</b> • Examination - Up to (2) services per year • Retinal Imaging - Up to (2) services per year • Extended Ophthalmoscopy - Up to (2) services per year • Gonioscopy - Up to (2) services per year • Scanning Laser - Up to (2) services per year	\$0 \$0 \$0 \$0 \$0	Up to \$77 Up to \$50 Up to \$15 Up to \$15 Up to \$33
<p><sup>1</sup> Member costs may exceed \$39 with certain providers. Members may contact their participating provider to determine what costs or discounts are available.</p> <p><sup>2</sup> Standard contact lens exam fit and follow up costs and premium contact lens exam discounts up to 10% may vary by participating provider. Members may contact their participating provider to determine what costs or discounts are available.</p> <p><sup>3</sup> Discounts may be available on all frames except when prohibited by the manufacturer.</p> <p><sup>4</sup> Lens option costs may vary by provider. Members may contact their participating provider to determine if listed costs are available.</p> <p><sup>5</sup> Plan covers contact lenses or frames, but not both.</p>		

### Additional plan discounts

- Member may receive a 20% discount on items not covered by the plan at network Providers. Members may contact their participating provider to determine what costs or discounts are available. Discount does not apply to EyeMed Provider's professional services, or contact lenses. Plan discounts cannot be combined with any other discounts or promotional offers. Services or materials provided by any other group benefit plan providing vision care may not be covered. Certain brand name Vision Materials may not be eligible for a discount if the manufacturer imposes a no discount practice. Frame, Lens, & Lens Option discounts apply only when purchasing a complete pair of eyeglasses. If purchased separately, members receive 20% off the retail price.
- Members may also receive 15% off retail price or 5% off promotional price for LASIK or PRK from the US Laser Network, owned and operated by LCA Vision. Since LASIK or PRK vision correction is an elective procedure, performed by specialty trained providers, this discount may not always be available from a provider in your immediate location.

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## Limitations and Exclusions:

In addition to the limitations and exclusions listed in your "Vision Benefits" section, this policy does not provide benefits for the following:

1. Any expenses incurred while you qualify for any worker's compensation or occupational disease act or law, whether or not you applied for coverage.
2. Services:
  - That are free or that you would not be required to pay for if you did not have this insurance, unless charges are received from and reimbursable to the U.S. government or any of its agencies as required by law;
  - Furnished by, or payable under, any plan or law (through any government or any political subdivision (this does not include Medicare or Medicaid); or
  - Furnished by any U.S. government owned or operated hospital/institution/agency for any service connected with sickness or bodily injury.
3. Any loss caused or contributed by:
  - War or any act of war, whether declared or not;
  - Any act of international armed conflict; or
  - Any conflict involving armed forces of any international authority.
4. Any expense arising from the completion of forms.
5. Your failure to keep an appointment.
6. Any hospital, surgical or treatment facility, or for services of an anesthesiologist or anesthesiologist.
7. Prescription drugs or pre-medications, whether dispensed or prescribed.
8. Any service not specifically listed in the Schedule of Benefits.
9. Any service that we determine:
  - Is not a visual necessity;
  - Does not offer a favorable prognosis;
  - Does not have uniform professional endorsement; or
  - Is deemed to be experimental or investigational in nature.
10. Orthoptic or vision training.
11. Subnormal vision aids and associated testing.
12. Anisocoric lenses.
13. Any service we consider cosmetic.
14. Any expense incurred before your effective date or after the date your coverage under this policy terminates.
15. Services provided by someone who ordinarily lives in your home or who is a family member.
16. Charges exceeding the reimbursement limit for the service.
17. Treatment resulting from any intentionally self-inflicted injury or bodily illness.
18. Plano lenses.
19. Medical or surgical treatment of eye, eyes, or supporting structures.
20. Replacement of lenses or frames furnished under this plan which are lost or broken, unless otherwise available under the plan.
21. Any examination or material required by an employer as a condition of employment.
22. Non-prescription sunglasses.
23. Two pair of glasses in lieu of bifocals.
24. Services or materials provided by any other group benefit plans providing vision care.
25. Certain name brands when manufacturer imposes no discount.
26. Corrective vision treatment of an experimental nature.
27. Solutions and/or cleaning products for glasses or contact lenses.
28. Pathological treatment.
29. Non-prescription items.
30. Costs associated with securing materials.
31. Pre- and Post-operative services.
32. Orthokeratology.
33. Routine maintenance of materials.
34. Refitting or change in lens design after initial fitting, unless specifically allowed elsewhere in the certificate.
35. Artistically parted lenses.

# Humana

Plan summary created on: 9/21/17 12:27

## Vision health impacts overall health

Routine eye exams can lead to early detection of vision problems and other diseases such as diabetes, hypertension, multiple sclerosis, high blood pressure, osteoporosis, and rheumatoid arthritis.



Thompson Media Inc.

Humana Vision products insured by Humana Insurance Company, Humana Health Benefit Plan of Louisiana, The Dental Concern, Inc. or Humana Insurance Company of New York.

This is not a complete disclosure of the plan qualifications and limitations. Specific limitations and exclusions as contained in the Regulatory and Technical Information Guide will be provided by the agent. Please review this information before applying for coverage.

**NOTICE:** Your actual expenses for covered services may exceed the stated cost or reimbursement amount because actual provider charges may not be used to determine insurer and member payment obligations.

Policy number: CT 10148 01915et.01

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### **Discrimination is Against the Law**

**Humana Inc. and its subsidiaries** comply with applicable Federal civil rights laws and do not discriminate on the basis of race, color, national origin, age, disability, or sex. Humana Inc. and its subsidiaries do not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

**Humana Inc. and its subsidiaries** provide:

- Free auxiliary aids and services, such as qualified sign language interpreters, video remote interpretation, and written information in other formats to people with disabilities when such auxiliary aids and services are necessary to ensure an equal opportunity to participate.
- Free language services to people whose primary language is not English when those services are necessary to provide meaningful access, such as translated documents or oral interpretation.

If you need these services, call 1-877-320-1235 or if you use a TTY, call 711.

If you believe that **Humana Inc. and its subsidiaries** have failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with:

Discrimination Grievances  
P.O. Box 14618  
Lexington, KY 40512 - 4618

If you need help filing a grievance, call 1-877-320-1235 or if you use a TTY, call 711.

You can also file a civil rights complaint with the **U.S. Department of Health and Human Services**, Office for Civil Rights electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at:

**U.S. Department of Health and Human Services**  
200 Independence Avenue, SW  
Room 509F, HHH Building  
Washington, D.C. 20201  
**1-800-368-1019, 800-537-7697 (TDD)**  
Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>

## Multi-Language Interpreter Services

**English:** ATTENTION: If you do not speak English, language assistance services, free of charge, are available to you. Call 1-877-320-1235 (TTY: 711).

**Español (Spanish):** ATENCIÓN: si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al 1-877-320-1235 (TTY: 711).

**繁體中文 (Chinese):** 注意：如果您使用繁體中文，您可以免費獲得語言援助服務。請致電 1-877-320-1235 (TTY: 711)。

**Tiếng Việt (Vietnamese):** CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 1-877-320-1235 (TTY: 711).

**한국어 (Korean):** 주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 1-877-320-1235 (TTY: 711)번으로 전화해 주십시오.

**Tagalog (Tagalog – Filipino):** PAUNAWA: Kung nagsasalita ka ng Tagalog, maaari kang gumamit ng mga serbisyo ng tulong sa wika nang walang bayad. Tumawag sa 1-877-320-1235 (TTY: 711).

**Русский (Russian):** ВНИМАНИЕ: Если вы говорите на русском языке, то вам доступны бесплатные услуги перевода. Звоните 1-877-320-1235 (телетайп: 711).

**Kreyòl Ayisyen (French Creole):** ATANSYON: Si w pale Kreyòl Ayisyen, gen sèvis èd pou lang ki disponib gratis pou ou. Rele 1-877-320-1235 (TTY: 711).

**Français (French):** ATTENTION: Si vous parlez français, des services d'aide linguistique vous sont proposés gratuitement. Appelez le 1-877-320-1235 (ATS: 711).

**Polski (Polish):** UWAGA: Jeżeli mówisz po polsku, możesz skorzystać z bezpłatnej pomocy językowej. Zadzwoń pod numer 1-877-320-1235 (TTY: 711).

**Português (Portuguese):** ATENÇÃO: Se fala português, encontram-se disponíveis serviços linguísticos, grátis. Ligue para 1-877-320-1235 (TTY: 711).

**Italiano (Italian):** ATTENZIONE: In caso la lingua parlata sia l'italiano, sono disponibili servizi di assistenza linguistica gratuiti. Chiamare il numero 1-877-320-1235 (TTY: 711).

**Deutsch (German):** ACHTUNG: Wenn Sie Deutsch sprechen, stehen Ihnen kostenlos sprachliche Hilfsdienstleistungen zur Verfügung. Rufnummer: 1-877-320-1235 (TTY: 711).

**العربية (Arabic):**

ملحوظة: إذا كنت تتحدث اذكر اللغة، فإن خدمات المساعدة اللغوية تتوافر لك بالمجان. اتصل برقم 1-877-320-1235 (رقم هاتف التسمو اليكم: 711).

**日本語 (Japanese):** 注意事項: 日本語を話される場合、無料の言語支援をご利用いただけます。1-877-320-1235 (TTY: 711) まで、お電話にてご連絡ください。

**فارسی (Farsi):**

توجه: اگر به زبان فارسی گفتگو می کنید، تسهیلات زبانی بصورت رایگان برای شما فراهم می باشد. یا 1-877-320-1235 (TTY: 711) تماس بگیرید.

**Diné Bizaad (Navajo):** Dii baa akó ninizin: Dii saad bee yáníít'ígo Diné Bizaad, saad bee áká'ánida'áwo'óéé', t'áá jik'eh, éí ná hóló, kojí' hódíílnih 1-877-320-1235 (TTY: 711).