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THE SANBORN REGIONAL SCHOOL DISTRICT AND  
THE SANBORN REGIONAL EDUCATION  
ASSOCIATION NEA-NEW HAMPSHIRE

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2021-2024 PROFESSIONAL STAFF COLLECTIVE  
BARGAINING AGREEMENT



**SANBORN REGIONAL SCHOOL DISTRICT  
PROFESSIONAL STAFF COLLECTIVE BARGAINING AGREEMENT**

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**PREAMBLE**

AGREEMENT made March 12, 2021 by and between the School Board of the Sanborn Regional School District (hereinafter called the "Board") and the Sanborn Regional Education Association (hereinafter called the "Association").

**ARTICLE 1 – RECOGNITION**

- 1.1 For purposes of collective negotiations, the Board recognizes the Sanborn Regional Education Association, NEA-New Hampshire, as the exclusive representative of all professional employees of the Sanborn Regional School District. Professional employees shall include any individual employed by the Sanborn Regional School District, the qualifications for whose position are such as to require him/her to hold an appropriate credential issued by the State Board of Education under the regulations governing the certification of professional school personnel. Although no certification by the State Board of Education is required, the School Nurse shall be recognized as a member of the bargaining unit and will be covered by all articles of the agreement unless specifically stated otherwise. The term, professional employee, does not include superintendents, assistant superintendents, business administrators, principals, directors of guidance, and other administrators. The Association agrees to represent equally all such professional employees in the unit designated above without discrimination and without regard to membership in the Association.
- 1.2 Definitions. The following list of terms will be used frequently in this Agreement and when they are used they will refer to the definitions described below unless otherwise stipulated.
- 1.2:a The term "School" used in this Agreement means any work location or functional division maintained by the Board where instruction is offered to the children enrolled in the Sanborn Regional School District.
- 1.2:b The term "Administrator" as used in this Agreement means a person employed by the School Board whose functions are primarily managerial in matters including but not necessarily limited to professional staff evaluations.
- 1.2:c The term "Principal" as used in this Agreement, means the responsible administrative head of his/her respective school.
- 1.2:d The term "Professional Staff Member" as used in this Agreement, means a person employed by the Board included in the unit defined in Article 1.1 of this Agreement.
- 1.2:e The term "Person" as used in this Agreement, means a person employed by the Board included in this unit defined in Article 1.1 of this Agreement.
- 1.2:f Wherever the singular is used in this Agreement, it is to include the plural and reference to male will include female. Whenever "Member" is used it shall refer to the members of the Bargaining Unit.

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**ARTICLE 2 - NEGOTIATIONS PROCEDURES**

- 2.1 Negotiations will be conducted in accordance with the procedures outlined in RSA 273-A. Should either party desire to negotiate a successor agreement, it shall notify the other on or before October 1 of the year preceding the expiration date of this Agreement.
- 2.2 In the event of an impasse, the cost for the services of the mediator and/or fact-finder, including per diem expenses if any, and actual and necessary travel and subsistence expenses will be equally shared by the Board and the Association.

**ARTICLE 3 - ASSOCIATION RIGHTS**

- 3.1 The Association and its representatives shall have the right to use school buildings, facilities, and equipment according to school board policy.
- 3.2 Representatives of the Association and their affiliates shall be permitted to transact Association business on school property at reasonable times, provided that this shall not disrupt normal school operations.
- 3.3 The Association shall purchase its own bulletin board(s). Association bulletin boards shall be afforded space in the teachers break room at each building. The Association and its representatives shall have the exclusive right to post notices of activities and matters of Association concern on Association bulletin boards at each location. The Association shall also have the non-exclusive right to use member mailboxes and/or e-mail for communication to members, with prior notification to the principals.
- 3.4 The Board agrees to provide the President of the Association or his/her designee copies of agendas, minutes, and additions, and deletions to the policy manual. These materials shall be available at the superintendent's office on the day before a scheduled school board meeting.
- 3.5 At the beginning of each school year, the Association shall be credited with four (4) paid days to be used by professional staff members who are officers or agents of the Association. Such use shall be at the discretion of the Association, except that no one person will take more than two (2) days. The superintendent will be notified at least twenty-four (24) hours prior to the commencement of such leave.
- 3.6 The Board and the Association agree that the District shall provide the President of the Association the following information in EXCEL or other similar format for each bargaining unit member bi-annually (on or before September 15<sup>th</sup> and again on or before January 15<sup>th</sup> of each year):

Employee name, date of hire, work location, salary track and step, FTE status, home mailing address (including street, city/town, state, and zip code), and work e-mail address.

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During negotiations and upon request, the District shall provide the following information for all members of the bargaining unit: elected insurance plans, level of coverage (e.g. Single, 2-person, Family), the total cost of each plan, and each member's monthly and annual contribution to said plans.

The Association agrees that the District will be held harmless for providing the information outlined above.

**ARTICLE 4 - BOARD RIGHTS**

4.1 The Board, on its own behalf and on behalf of the district, hereby retains and reserves unto itself all powers, rights, authority and duties, and responsibilities conferred upon and vested in it by the laws and Constitution of the State of New Hampshire and of the United States except as modified by the specific terms and provisions of this Agreement.

**ARTICLE 5 – PROFESSIONAL STAFF MEMBER RIGHTS**

5.1 No member of the Bargaining Unit shall be disciplined except for just cause or be required to appear before the School Board without seventy-two (72) hours' prior notice, excluding weekends and holidays, except as mutually agreed upon by the parties. The specific grounds forming the basis for disciplinary action will be made available to the employee and the Association in writing. Discipline shall be progressive in nature and shall generally follow these steps in addressing infractions: documented oral warning, written warning, written reprimand, disciplinary suspension. The Superintendent reserves the right to jump progressive discipline up to and including termination for infractions that are so severe that they warrant more serious consequences. Any such action asserted by the committee or agent or representative thereof, shall be subject to the grievance procedure herein set forth. Notwithstanding the language set forth above, just cause shall not be required for dismissal of an employee during the probationary period. Members will not be required to perform any duty or act which threatens anyone's physical safety or well-being.

5.2 An employee shall be entitled, upon request, to have an Association representative present during any investigatory interview which may lead to disciplinary action against him/her. When a request for such action is made, no action shall be taken against the employee and the interview shall be halted until an Association representative is present, unless the circumstances are such as to necessitate immediate action in which case the interview shall be halted and any action taken shall be provisional only and subject to revision following resumption of the interview in the presence of the Association representative. A professional staff member called to appear for legal proceedings, such as jury duty, shall not lose compensation for the performance of such obligations.

5.3 In Processing a grievance beyond level three (3), the Association shall work with the Superintendent to ensure that any employees called as witnesses shall be staggered to ensure the least disruption to the work force on the day of hearing.

5.4 No member of the Bargaining Unit shall be required to appear before the Board or its agents concerning any matter which could adversely affect the continuation of that member in

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his/her office, position, employment or the salary or any increments pertaining thereto, unless the member has been given seventy-two (72) hours' prior notice, excluding weekends and

holidays, of the reason for such a meeting or interview, and he/she shall be entitled to have a representative of the Association present to advise him/her during such interview.

- 5.5 All Board policy governing professional staff and/or school nurses shall be applied uniformly throughout the district.
- 5.6 Nothing contained herein shall be construed to deny to or to restrict any member such rights as he/she has under the laws of New Hampshire and the United States or other applicable laws, decisions, and regulations. The rights granted to professional staff members hereunder shall be deemed to be in addition to those provided elsewhere.
- 5.7 No member shall be required or expected to provide his/her own substitute. In situations where substitutes cannot be obtained, the administration may re-assign members to substitute, in which event the member so re-assigned shall be paid in accordance with the terms of Article 12.2.

**ARTICLE 6 - ACADEMIC FREEDOM AND RESPONSIBILITIES**

- 6.1 All monitoring or observation of the work performance of a professional staff member will be conducted openly and without attempt to avoid knowledge of the professional staff member.
- 6.2 In recognition of these rights, members shall act as responsible professionals consistent with the commitment expressed by members to serve in a dedicated manner, the best interests of the children in the district.

**ARTICLE 7 - GRIEVANCE PROCEDURE**

7.1 Definitions

- 7.1:a A grievance is a claim made by a professional staff member or by the SREA President on behalf of a specific named professional staff member based upon an alleged violation of a specific provision of this agreement. A grievance, to be considered under this procedure, must be initiated in writing by the professional staff member or the SREA President on behalf of the specific named professional staff member within 15 calendar days of the professional staff member's awareness of its occurrence.
- 7.1:b An aggrieved person is the person or persons making the claim. An aggrieved person may be represented at all stages of the grievance procedure by himself/herself, or, at his/her option at level two and beyond, by the Association or by a representative selected or approved by the Association.
- 7.1:c The term "days" shall be interpreted as meaning calendar days unless otherwise stipulated.

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7.2 Purpose

- 7.2:a The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to the problems which may arise concerning the application of the terms of this Agreement.
- 7.2:b Both parties agree that these proceedings will be kept as confidential as possible.
- 7.2:c Nothing herein contained will be construed as limiting the rights of any aggrieved person having a grievance to discuss matter informally with any appropriate member of the administration, and having the grievance adjusted without intervention of the Association provided the adjustment is not inconsistent with the terms of this Agreement.
- 7.2:d All documents, communications, and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participants and shall not be forwarded to any prospective employer of the grievant.

7.3 Structure

- 7.3:a The Board will act in its own behalf at Level Three procedure. It may, at its discretion, designate a committee to fulfill its obligations at this level.
- 7.3:b A grievance may be withdrawn at any level.
- 7.3:c All grievances shall be filed electronically to the appropriate District authority identified at each step of the grievance process. Responses at each level shall be exchanged electronically as well between the representatives of the District and the Association at each level of the grievance process. If the District should desire hard copies of any grievance filing, it shall request such from the Association representative and a hard copy will be sent.
- 7.3:d The agreed upon grievance form attached to the collective bargaining agreement shall be utilized at each level of the grievance process. It is agreed that this form can be converted into digital format so that the filings can be exchanged electronically.

7.4 Initiation and Processing

- 7.4:a Failure at any step of this procedure to communicate the decision on a grievance within the specified time limits shall permit the aggrieved person to proceed to the next step. Failure by the grievant to process a grievance within the prescribed time limits shall constitute a waiver of further appeal and an acceptance of the administrative decision made at the last level. A decision or appeal on a grievance shall be in writing and shall be rendered within the time limit set forth.

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7.4:b Level One – Principal

Any member who has a grievance shall discuss it first with his/her principal in an attempt to resolve the matter. If as a result of the discussion, the matter is not resolved to the satisfaction of the member within five (5) school days, he/she shall set forth his/her grievance in writing to the principal specifying:

- a. The nature of the grievance and the date occurred;
- b. Remedy sought;

The principal shall communicate his/her decision to the member in writing within five (5) days of receipt of the written grievance.

7.4:c Level Two – Superintendent

The member, no later than five (5) school days after receipt of the principal's decision, may appeal the principal's decision to the superintendent of schools. The appeal must be made in writing, reciting the matter submitted to the principal as specified in 7.4:b-1 through 3 above. The superintendent shall meet with the member to attempt to resolve the matter as quickly as possible, but within a period not to exceed five (5) school days. The superintendent shall communicate his/her decision in writing to the member and the principal within ten (10) days thereafter.

7.4:d Level Three - School Board

If the grievance is not resolved to the employee's satisfaction, he/she, no later than five (5) school days after receipt of the superintendent's decision, may request a review by the Board. The request shall be submitted in writing through the Superintendent of Schools who shall attach all related papers and forward the request to the Board within five (5) business days of receiving the grievance. The Board shall review the grievance and may hold a hearing with the employee and shall render a decision in writing within thirty (30) calendar days of receipt of the grievance by the Board or of the hearing with the employee, whichever comes later.

7.4:e Level Four – Arbitration

If the employee is not satisfied with the disposition of the grievance by the School Board or its designee, he/she shall notify the Association within five (5) work days after receipt of the School Board's decision. If the Association determines the matter should be arbitrated, it shall advise the School Board through the Superintendent in writing within ten (10) work days of receipt of the employee's request. If the parties fail to agree upon an arbitrator within fourteen (14) days after the employee has requested arbitration, then either party may apply to the American Arbitration Association for the designation of an arbitrator. The arbitrator shall proceed forthwith to make a final and binding disposition of the grievance by such means and methods as he/she may determine to be necessary. The arbitrator is limited in his/her authority to the interpreting of the contract in the resolution of the issue submitted to him/her by



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the parties and has no authority to alter, change, or modify any provision in this Agreement.

**7.5 Rights of Professional Staff Members to Representation**

7.5:a When a professional staff member is not represented by the Association in the processing of a grievance, the Association shall, at the time of submission of the grievance, in writing, to the principal, or any higher level, be notified by the principal in writing that the grievance is in process. The Association shall have the right to be present to present the professional staff member's position in writing at all hearing

sessions held subsequent to level one concerning such grievance and shall receive a copy of all decisions rendered.

7.5:b The Board and the Association shall assure that the parties in interest and witnesses are guaranteed freedom from restraint, interference, coercion, discrimination or reprisal with respect to the processing of a grievance.

**ARTICLE 8 - SAVINGS CLAUSE**

8.1 If any article or part of this Agreement is held to be invalid by operation of law, or if compliance with or enforcement of any article or part should be held contrary to applicable laws, then such provision or application of the terms of the Agreement shall not be deemed valid and subsisting, except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect. In such instance, the parties shall meet within thirty (30) days of such legal determination by a court of competent jurisdiction, for the purpose of adjusting the article affected so that it will conform with the provisions of the law.

**ARTICLE 9 - DEDUCTIONS**

9.1 It is agreed by and between the Sanborn Regional School District and the Sanborn Regional Education Association that upon receipt of written authorization signed by the member, the Board shall deduct an amount to provide bi-weekly payments of dues for membership in the local, state, and/or national education associations from the regular salary check of such member each two weeks and that the amounts so deducted pursuant to such written authorization as contained in page 31 and signed by the member shall be promptly remitted as deducted directly to the Sanborn Regional Education Association. It is further agreed by and between the Sanborn Regional School District and the Sanborn Regional Education Association that such authorization for deduction of dues shall continue in full force and effect with the Sanborn Regional School District until thirty (30) days after the member submits, via the superintendent, a written revocation of such authorization to the Board.

9.2 The School Board agrees to deduct and transmit bi-weekly monies, authorized in writing by the member to companies providing annuities according to the regulations established by the School Board.

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**ARTICLE 10 - PEACEFUL RESOLUTION OF DIFFERENCES**

10.1 In consideration of this Agreement and its terms and conditions, the Association, its officers, representatives and members shall not, during the terms of this Agreement, engage in or condone any strike, slow down, work stoppage, or other concerted refusal to perform any usual and customary assignment on the part of any employee(s) represented hereunder, nor shall the Association or its members take part in or condone "sanctions" against the school board or the school district.

**ARTICLE 11 – MISCELLANEOUS**

11.1 It is understood that both parties have had an opportunity to make proposals and counterproposals on all negotiable issues during negotiations and that this written agreement reached as a result represents the total of all negotiated agreements between the parties for the contract term.

11.2 This Agreement may not be altered, changed, or modified except through the voluntary, mutual consent of the parties in a written and signed amendment to this agreement.

11.3 Any individual contract between the Board and an individual "member" (as defined in Article 1.2:f) hereafter executed shall not be inconsistent with the terms and conditions of this Agreement.

11.4 All members covered under this Agreement, who participate in production of tapes, publications, or other produced educational material shall retain residual rights should they be copyrighted or sold by the district. The parties agree that negotiated non-cost items will go into effect at the beginning of the proposed contract term if the agreement is ratified by the Association and the School Board even if the public vote to fund the cost items of the collective bargaining fails.

11.5 Copies of this Agreement between the Sanborn Regional School Board and the Sanborn Regional Education Association, NEA-New Hampshire, shall be posted on the District's website within thirty (30) days after the Agreement is signed by the parties. Each bargaining unit member may print/copy a single copy of this Agreement using District printers/copiers.

11.6 Non-certified professional staff must demonstrate to the Superintendent progress toward certification within 90 days, or be released from their contracts, and could face termination.

**ARTICLE 12 - SANBORN REGIONAL PROFESSIONAL STAFF' SALARY SCHEDULE  
AND COMPENSATION FOR PROFESSIONAL DUTIES**

12.1 Salary schedules shall reflect the following "cost of living" adjustments and step movement, if any:

2021-2022 Step Schedule-1.5% plus Step  
2022-2023 Step Schedule-2.0% plus Step

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2023-2024 Step Schedule-2.0% plus Step

Top Step each year lump sum \$1,000

2021-2022	STEP	B	B+15	B+30	M	M+30	CAGS/PhD
	1	38,969	40,268	41,567	44,165	45,351	45,943
	2	40,041	41,375	42,710	45,601	46,785	47,378
	3	41,141	42,514	43,884	47,083	48,268	48,861
	4	42,582	44,001	45,421	48,612	49,798	50,391
	5	44,070	45,541	47,010	50,192	51,377	51,970
	6	45,614	47,135	48,656	51,824	53,008	53,602
	7	47,211	48,785	50,359	53,508	54,693	55,286
	8	48,863	50,492	52,121	55,247	56,432	57,026
	9	50,573	52,259	53,945	57,042	58,228	58,821
	10	52,344	54,088	55,832	58,896	60,083	60,674
	11	54,177	55,981	57,788	60,810	61,995	62,589
	12	55,719	57,605	59,810	62,786	63,972	64,566
	13	57,308	59,247	61,514	64,827	66,014	66,606
	14	58,941	60,936	63,268	66,933	68,120	68,713
	15	60,622	62,672	65,071	69,109	70,296	70,889
	16	62,348	64,457	66,925	71,357	72,542	73,135

2022-2023	STEP	B	B+15	B+30	M	M+30	CAGS/PhD
	1	39,748	41,073	42,399	45,048	46,258	46,862
	2	40,842	42,203	43,564	46,513	47,721	48,326
	3	41,964	43,365	44,761	48,024	49,234	49,838
	4	43,434	44,881	46,330	49,585	50,794	51,399
	5	44,952	46,452	47,950	51,196	52,405	53,009
	6	46,526	48,077	49,629	52,860	54,069	54,674
	7	48,155	49,761	51,366	54,578	55,787	56,392
	8	49,840	51,502	53,164	56,352	57,561	58,166
	9	51,585	53,304	55,024	58,183	59,392	59,998
	10	53,390	55,170	56,949	60,074	61,285	61,887
	11	55,260	57,101	58,944	62,026	63,235	63,841
	12	56,834	58,757	61,006	64,042	65,252	65,858
	13	58,454	60,431	62,744	66,124	67,334	67,938
	14	60,120	62,154	64,533	68,272	69,482	70,088
	15	61,834	63,926	66,372	70,492	71,702	72,306
	16	63,595	65,746	68,264	72,784	73,993	74,598

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2023-2024	STEP	B	B+15	B+30	M	M+30	CAGS/PhD
	1	40,543	41,895	43,247	45,949	47,183	47,799
	2	41,658	43,047	44,436	47,443	48,676	49,292
	3	42,803	44,232	45,656	48,985	50,218	50,835
	4	44,303	45,779	47,256	50,576	51,810	52,426
	5	45,851	47,381	48,909	52,219	53,453	54,070
	6	47,457	49,039	50,622	53,918	55,150	55,768
	7	49,118	50,756	52,394	55,669	56,903	57,520
	8	50,837	52,532	54,227	57,479	58,712	59,330
	9	52,617	54,371	56,125	59,346	60,580	61,198
	10	54,458	56,274	58,088	61,276	62,510	63,125
	11	56,365	58,243	60,123	63,266	64,500	65,118
	12	57,971	59,933	62,226	65,322	66,557	67,175
	13	59,623	61,640	63,999	67,446	68,681	69,297
	14	61,322	63,397	65,824	69,637	70,872	71,489
	15	63,071	65,204	67,699	71,901	73,136	73,753
	16	64,867	67,061	69,629	74,239	75,473	76,089

12.1a Expiration of Salary Schedules

Notwithstanding any other provisions in this Agreement, in the event the Evergreen Law, RSA 273-A:12, VII, would apply to the expiration of this agreement, the salary schedules in Section 12.1 shall expire on June 28, 2024; step raises on the salary schedule shall not be considered part of the pay plan in effect when this agreement expires on June 30, 2024. Staff will be frozen at the step on which they are placed during the last year of the agreement until a successor agreement is approved by the voters.

12.2 WORKLOAD

A. EXTRA CLASSES

Professional staff who teach an extra class during their scheduled work day shall receive compensation equal in salary to a percentage increase in instructional duties for the professional staff member.

B. ADDITIONAL DUTIES

All reimbursement for additional days worked will be computed on the basis of 1/186 of the contracted salary.

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**C. CLASS PREPARATIONS**

The parties will endeavor to distribute course “preparations” equitably, taking into consideration all subject areas and levels. For purposes of this article, course “preparations” shall encompass different levels of related courses (e.g., College Prep, Honors, Running Start, Advanced Placement, Series of classes with a subject, e.g. Art 2 & 3, Modern Media 1 & 2) or multiple courses taught simultaneously by a single teacher, but not multiple classes for the same course. It is expressly acknowledged that there will be situations where this cannot happen due to scheduling conflicts, but the parties shall continue to work together to eliminate the inequities to the extent possible.

**12.3 NURSES**

School Nurses will work five (5) additional school days. The additional days will be before and/or after the school year. The additional days will be for the purpose of transition, file transfer and student health planning. Compensation will be at the per diem rate of the nurse.

**12.4 SPECIAL EDUCATION COORDINATORS:**

Special Education Coordinators will be paid a \$3,000 stipend for work performed during the school-year, and may be required to work up to ten (10) additional days outside of the school-year at their per diem rate.

**12.5 GUIDANCE COUNSELORS**

Guidance Counselors will work additional days as outlined in this paragraph. The additional days will be before and/or after the school year, as needed, for the purpose of transition, file transfer, resolution of student issues and the like. It is anticipated that high school counselors will work no more than 8 additional days, middle school counselors 5 days, and elementary school counselors 3 days. The principal or designee together with the counselor will determine the need for additional days. The intent of these extra days is that they be divided equally, or near equally, between the beginning of the school year and the end of the school year. Compensation will be at the per diem rate of the counselor.

**12.6 LIBRARIANS**

Librarians will have the option to work 2 additional days per year based on the tasks associated with the opening and closing of the library. The principal or designee together with the librarian will determine the need for additional days in order to make the library available to students on the first through the last day of school. Compensation will be at the per diem rate of the librarian.

**12.7 TEACHER LEADERS**

Teacher Leaders are those staff members responsible for a group of people in their curricular or grade level area. All teacher leaders K-12 are described as Professional Learning Community (PLC) Leaders and all PLC leaders share the equitable responsibilities and expectations for leading their peers. Professional Learning Community Leaders will be paid a \$1500.00 stipend for the school year.

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12.8 MENTORS

Mentors are defined as those staff members responsible for helping a teacher new to the District in a given year. Mentors will be paid a stipend of \$750 annually per new teacher with a cap of Two (2). The Administration will establish a handbook of responsibilities with the SREA.

12.9 MILEAGE

Members who are required to use their personal automobiles to travel between professional assignments in the course of a single day shall receive mileage compensation at the current IRS rate.

12.10 LONGEVITY BONUS

Unit members shall receive annually an additional \$750 upon completion of twenty (20) years of service to the District through the twenty-fifth (25<sup>th</sup>) year. Unit members shall receive annually an additional \$1,000 upon completion of twenty-five years (25) of service to the District through the thirtieth (30<sup>th</sup>) year. Unit members shall receive annually an additional \$1,500 upon completion of thirty (30) years of service to the District, which will continue for each additional year of service thereafter.

12.11 EXTRA-CURRICULAR ACTIVITIES SALARY SCHEDULE

Extra-curricular stipends will be paid according to Appendix (page 23-26). The School Board reserves the right to change activities with the recommendation from the building administrator based upon student interest and need.

Stipends increase as follows in each year of the contract:

- 2021-2022 1.5% increase
- 2022-2023 2% increase
- 2023-2024 2% increase

The Labor Management Committee for Extra-Curricular Activities shall meet for the purpose of reviewing and recommending extra-curricular activities for approval, addressing compensation rates for activities, and disbursing, as necessary, the amount referenced below. The committee shall consist of one (1) board member, two (2) administrators, four (4) association members (one from each building), as well as the Superintendent (or his/her designee), who shall serve in an advisory capacity. The committee shall meet three (3) times a year (Sept/Jan/May). The committee will maintain an annual list of Extra-Curricular Activities.

The Labor Management Committee for Extra-Curricular Activities has established the following guidelines for non-athletic extra-curricular activities in each of the schools (athletics will remain the same):

	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>
D.J. Bakie School	\$ 9,681	\$ 9,875	\$ 10,072
Memorial School	\$ 9,681	\$ 9,875	\$ 10,072
Sanborn Regional Middle School	\$ 13,309	\$13,575	\$13,846
Sanborn Regional High School	\$ 34,715	\$35,409	\$36,118

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0-20 hours	\$ 300.00
21-40 hours	\$ 600.00
41-60 hours	\$ 900.00
61-80 hours	\$ 1200.00
81-100 hours	\$ 1500.00
100+	\$ 2000.00

\* The Building Principal and Labor Management Committee shall meet and determine the hours of each Extra-Curricular Activity

\*\*Any Extra-Curricular having over 25 students shall be eligible for a second advisor and double the stipend listed above (depending on the nature of the activity and level of responsibility involved) with prior approval from the building principal. Once approved all advisors shall receive the full stipend.

Reopener on Article 12: In the event either party believes that the method of determining and distributing compensation activities is no longer workable as a result of the change in the Agreement which becomes effective on July 1, 2021, either party may initiate a reopener for the sole purpose of discussing, reviewing, and/or addressing the language in Article 12 regarding the Extra-Curricular Activities salary schedule, however, no change entered into as a result of such reopener shall obligate the District to seek legislative body approval at a subsequent annual meeting.

**ARTICLE 13 - PAYMENT**

13.1 The annual salary shall be payable every other Thursday beginning with the second Thursday of the school year at the rate of one twenty-second (1/22) or one twenty-sixth (1/26) of the annual salary per payment. When a member leaves or enters service in the district during the school year, the salary due him/her shall be that proportion of his/her contract salary that the number of days served is of 186. The additional days will be utilized for professional development and curricular activities. The number of student contact days will remain 181. For staff members new to the district, their initial year will contain 187 days allowing for a day of induction training.

**ARTICLE 14 - STEPS**

14.1 Each incoming member will be assigned to a step on the appropriate track, with non-degree professional staff members entering the district assigned to a step on the Bachelor's track, but it should be noted that steps do not necessarily correspond to years of teaching experience. Normally each member will advance from step to step each year, except as outlined in Article 16 and also in the case where a member gains enough credits prior to September 1 to cross from one scale to the other; i.e., from the Bachelor's scale to the Bachelors +15 scale or from the Bachelor's + 30 scale to the Master's scale, etc.

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**ARTICLE 15 - EXPERIENCED PROFESSIONAL STAFF ENTERING THE DISTRICT**

- 15.1 Preparation and years of professional experience before entering the district shall be evaluated by the Superintendent of Schools and the School Board. This shall serve as a basis for placing an incoming professional staff member on an appropriate track and step.

**ARTICLE 16 – EARLY RELEASE FROM CONTRACT**

- 16.1 All member contracts will be given out as soon as practicable after the school district meeting and must be returned to the school office no later than fourteen (14) calendar days following issuance date. Members who do not return contracts by the specified date will be considered as not returning and replacements will be secured.
- 16.2 If a professional member under contract chooses to leave employment with the district he/she will provide the district with at least one calendar month notice prior to departure. The employee may be released prior to the month notice with Superintendent approval.

If an employee should terminate their employment with the District in the first three weeks of the school year, they shall be responsible for reimbursing the district for the costs associated with insurance that was provided to them in July and August. (summer period)

Lastly, departing employees understand that they will be responsible for their portion of the health and dental insurance for the month in which they terminate.

- 16.3 When the release is sought prior to June 30 and approved by the School Board, no summer (July and August) health and dental benefits will be provided (unless the professional staff member elects to continue coverage as provided by law {COBRA}). When such release occurs after June 30, but prior to the beginning of the next school year, the professional staff member shall reimburse the District for the District's cost of the health and dental benefits incurred during July and/or August of the new fiscal year.
- 16.4 The District benefit year shall be defined as to coincide with the fiscal year of the District (e.g. beginning July 1<sup>st</sup> of each year and ending June 30<sup>th</sup> of each year). Health, dental, and life insurance benefits shall apply to new hires who have signed contracts for the upcoming school year with coverage in effect as soon after the execution of the signed contract as permitted by the insurance enrollment procedures.

**ARTICLE 17 - SICK LEAVE AND SEVERANCE SICK LEAVE PAY**

- 17.1 All full-time professional staff will be credited with thirteen (13) sick days at the beginning of the school year and may accumulate up to 120 days.

A first year professional staff member may use up to 13 days of sick leave any time within his/her first year, provided that said professional staff member remains in the district as a full-time professional staff member until the end of the school year. If any professional staff member should receive all or a portion of these 13 days' sick leave and is dismissed or leaves



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the district prior to the end of the regular school year, a refund of unearned sick leave will be necessary.

Part-time staff will be credited with a prorated amount of sick days at the beginning of the school year in accordance with their work year.

- 17.2 Sick leave is interpreted to mean absence due to sickness of the professional staff member or illness in his/her immediate family; or disability caused or contributed to by pregnancy, miscarriage, abortion, childbirth, and recovery therefrom. No employee shall be denied usage of accrued sick leave during maternity leave.
- 17.3 Members will be given a written accounting of their accumulated sick leave at the beginning of each school year. It will be assumed by the school administrative office that the written account is correct if no questions are raised by the member within thirty (30) school days. As detailed member absence forms are retained for only one year, it should be understood that the only year in question should be the previous school year.
- 17.4 With the approval of the school board, a professional staff member may be allowed to receive the difference between his/her pay and the substitute's pay for time lost over and above cumulative sick leave.
- 17.5 Any full-time professional staff member who has been employed by the Sanborn School District for a minimum of fifteen (15) consecutive years who chooses not to renew his/her contract, will receive an amount of money equal to sixty-five per cent (65%) of the current substitute rate multiplied by the professional staff member's unused sick leave days. If notice is given to the Superintendent by February 1, the money will be available by July 1 of that year. If notice is delayed, the money will be available on July 1 of the following year.
- 17.6 This severance pay provision does not apply to a professional staff member who is dismissed or who leaves the District during the contract year.
- 17.7 All professional staff members who do not use any sick time during a given year (except for a donation to the sick leave bank) shall receive two days' per diem salary at the conclusion of the school year. All professional staff who utilize no more than two sick days during a given year (except for the donation to the sick leave bank) shall receive one day's per diem salary at the conclusion of the year.

**ARTICLE 18 - SICK LEAVE BANK**

- 18.1 The Board shall recognize a Sick Leave Bank.
- 18.2 The Association shall establish a Sick Leave Bank Committee of not more than seven members, not less than one member for each administrative unit.
- 18.3 The Sick Leave Bank Committee and the school administrative office shall keep a record of the current total number of days in the Sick Leave Bank up to a cap of 800 days.

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- 18.4 When appropriate, upon receipt of written authorization therefor, signed by the member, the school administrative office shall:
- 18.4:a Deduct one day from that member's unused sick leave.  
18.4:b Add one day to the Sick Leave Bank.
- 18.5 These written authorizations must be received by the school administrative office by September 15<sup>th</sup> for all contributing members who are on a year-long contract. Any member who joins the district after September 1<sup>st</sup> and who wishes to contribute to the Sick Leave Bank shall have two weeks from the day they begin to get their written authorization by the school administrative office.
- 18.6 The Sick Leave Bank shall become effective on September 15<sup>th</sup> for all sick bank members on a year-long contract, and upon receipt of their written authorization by the school administrative office for any sick bank member who joins the district after September 1<sup>st</sup>.
- 18.7 In the event any sick bank member has used all his/her accumulated sick leave because of extended or chronic illness, he/she shall apply to the Sick Leave Bank Committee for additional sick days to be drawn from the Sick Leave Bank.
- 18.8 The Sick Leave Bank Committee shall be responsible for the approval of member applications for Sick Leave Bank loans and shall notify the district office and the member of approved loans. The district shall then withdraw the approved days from the bank.
- 18.9 Any unused portion of the Sick Leave Bank shall be cumulative and shall carry over to the next year.

**ARTICLE 19 - EMERGENCY/PERSONAL LEAVE**

- 19.1 Members shall be entitled to the following non-accumulative leaves of absence each school year:
- 19.1:a Three (3) days leave of absence with pay for personal, legal, business, household or family matters which require absence during school hours, except that this leave shall not be taken for vacation or recreational purposes or to extend a vacation or holiday.

For the first of these days each year, the member will notify his/her principal in writing at least one day in advance of such leave (except in cases of emergency). For the second and third day each year, the member will notify the principal at least one week in advance (except in cases of emergency).

Such notification shall indicate if the request is due to personal, legal, business, household or family matters. Administrators have the authority to ask the member to reschedule the personal time if there is a difficulty in securing a substitute or if the number of requests would have a negative impact upon the operations of the building.

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19.1:b The employee shall be granted a maximum of three (3) paid leave days per death. Immediate family shall be interpreted as husband, wife, children, mother, father, brother, brother-in-law, sister, sister-in-law, step-father, step-mother, stepchildren, grandparents, grandchildren, father in-law, and mother in-law, or any other person living in the home of the employee or persons for whom the employee is supporting.

19.1:c Additional days for "bereavement" leave may be granted by the superintendent of schools under extenuating circumstances; such days will be drawn from sick leave.

**ARTICLE 20 – INSURANCES**

**20.1 HEALTH INSURANCES**

Each year, the District will offer the following Cigna/SchoolCare health insurance coverage to each full-time employee: Yellow Open Access Plan with Choice Fund, Yellow Open Access Plan without Choice Fund, or Orange Open Access Plan and dental insurance (which includes child orthodontics), provided the member completes the teacher service specified in his/her individual contract or is released there from.

The District will pay the following percentage toward the monthly premium for whichever plan and coverage (single, 2 –person or family) is selected by the employee:

2020-2024 88%

**20.1.1 FLEXIBLE SPENDING ACCOUNT**

Beginning on July 1, 2017, the Board agrees to establish an IRS Section 125 Medical Flexible Spending Account. These funds may be used to offset any medical or other expenses allowed by law. Employees will be allowed to voluntarily contribute up to the maximum allowed by law per year to the Section 125 Plan by payroll deduction if allowed by law. Up to \$500 in funds not expended by a participating employee by the end of the plan year may be rolled over for use by that employee in the next plan year if allowed by law.

**20.2 WAIVER OF HEALTH INSURANCE BENEFITS**

Employees who would otherwise be eligible for district coverage, who elect insurance coverage under their spouse's plan, or another comparable insurance plan, will be eligible for compensation in lieu of the district's health insurance plan. Eligible employees will be compensated Three Hundred Dollars (\$300) per month for waiver of the benefit.

To be eligible for this benefit, the employee must meet the following criteria:

20.2a. Have and show proof of their health insurance coverage in a comparable plan;

20.2b. Initially, attend informational seminar to hear an explanation of the effect of this waiver;

20.2c. Sign a "Waiver of Health Insurance Benefits" form discontinuing health insurance coverage with the district.

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Employees who sign a "Waiver of Health Insurance Benefits" form may re-enroll in the

district's health plan at the district's annual renewal/open enrollment date, subject to the qualifications established by the provider or carrier.

- 20.3 The Board will provide Fifty Thousand Dollars (\$50,000) life insurance for each professional staff member. Both the Board and the SREA must agree to any change in insurance carrier.

**ARTICLE 21 - REIMBURSEMENT FOR APPROVED COLLEGE COURSES**

- 21.1 Reimbursement will be made at the cost per credit, but not to exceed the prevailing rate for graduate courses at the University of New Hampshire, for the successful completion of courses with a grade of "B" or better. Members may request reimbursement for up to two (2) courses/eight (8) credits per fiscal year. The sum of Fifty-Five Thousand Dollars (\$55,000) is available for course reimbursement. The Sanborn Regional School District shall apportion the funds equally in the Course Reimbursement Account semi-annually to ensure that all members have an opportunity to take courses and be reimbursed. Implementation must be consistent with school board policy. (Refer to School Board Policy GCI.) In the event tuition reimbursement funds remain unspent, a professional staff member who completes more than two (2) courses/eight (8) credits during the fiscal year may apply for reimbursement on a first come first serve basis and no later than July 31<sup>st</sup> of the following fiscal year.
- 21.2 Professional staff members who receive reimbursement for approved college courses and who return their contract unsigned or resign from the District for the year after taking the course and receiving the reimbursement shall refund the District for the cost of the course.

**ARTICLE 22 - REQUEST FOR INPUT**

- 22.1 The Sanborn Regional Education Association will be asked for input in an advisory capacity to help devise evaluation procedures that may be adopted by the school district.

**ARTICLE 23 – PROFESSIONAL STAFF WORK DAY**

- 23.1 The normal professional staff school day shall be no longer than eight (8) consecutive hours. The normal professional staff week shall be no longer than thirty-seven and one-half (37.5) hours. The two and one-half (2.5) hour buffer zone (37.5 to 40 hours) may be used for normal professional duties currently being performed by professional staff in the District such as contacting parents and giving extra help to students. Professional staff members shall receive compensatory time off for duties performed in excess of forty (40) hours, provided they receive prior approval from the administration for the duties being performed. The compensatory time off shall be taken before the start of the school day and/or after the students have been dismissed at the end of the school day. The administration may set the time for up to one (1) hour of faculty meetings each week and will schedule times for parent conferences. All professional staff in the District shall be given a thirty (30) minute duty-free lunch bell to bell. All professional staff shall, each week, have five (5) uninterrupted preparation periods equal to a regular class period for that school.

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**ARTICLE 24 – CLASS SIZE**

- 24.1 The District will make every effort to limit class size to eighteen (18) students in kindergarten, twenty (20) students in grades one through three (1-3) and twenty-five (25) students in grades four through twelve (4-12).

**ARTICLE 25 – REDUCTION IN FORCE**

- 25.1 When the Board finds it necessary to reduce the number of certified full time and/or part time positions for reasons of declining enrollments, budget reduction, change in or consolidation of board-authorized programs, or reorganization, the following reduction in force procedure will be utilized.

- 25.2 Reductions in force will take place within the grade ranges and major subject areas as set forth below:

The major subject areas for grades Pre-K-6 school shall be: Classroom Teacher (including STEAM Teachers, and Reading and Math Interventionist), Special Education, Guidance.

The major subject areas for grades 7-12 shall be: English (including Reading Interventionist), Social Studies, Math (including Math Interventionist), World Languages, Science, Business Education, Family and Consumer Science, Industrial Arts/Technology Education, Special Education, and Guidance.

The major subject areas for District-wide positions shall be: Nursing, Music, Art, Physical Education, and Library/Media Specialist.

- 25.3 When implementing a reduction in force, the District will make every reasonable effort to minimize the effect of reduction in force. The Board will first examine if the reduction can be accomplished through attrition. (retirements/resignations).

If additional cuts are still needed after the District has exhausted alternatives outlined above, then the District shall eliminate non-tenured teachers first, in reverse order of seniority. If after eliminating all non-tenured teachers/employees additional cuts are needed, then the District shall identify tenured teachers for layoff in order of the following criteria:

1. Teachers/Employees who are on performance improvement plans shall be cut first in reverse order of seniority within major subject area being reduced.
2. Employees/Teachers in reverse order of seniority within grade range and major subject area being reduced.

Professional staff whose only break in employment is as a result of authorized leave(s) of absence shall be considered to be continuously employed.

The time taken for authorized leave shall not be included in total years of service.

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25.4 Bumping Rights: Any employee who has been identified for layoff shall retain rights to bump into a position within their grade range and major subject area set forth above for which they are more senior and they retain active certification for the position.

25.5 Recall: All employees laid off shall retain rights to recall for a period of two (2) years from the date of layoff.

Employees shall be entitled to be recalled to the same or similar position for which they were laid off. No employees shall be required to accept a position that results in loss of salary or benefits association with the prior position held. If an employee refuses to be recalled to the same or similar position with the same benefits and wages of their prior position, the employee shall lose rights of recall.

Upon recall all benefits shall be restored. Employees who gained additional experience within classification while laid off shall have that experience counted toward placement on the salary scale. Employees shall be responsible for keeping the District updated as to their current address. The District shall be responsible for informing the Association within thirty (30) days in advance of all reductions in force and recalls.

25.6 The school Board will accept any presentation from SREA regarding the proposed reduction in force prior to any final decision regarding layoff.

**ARTICLE 26 - ADDITIONAL COMPENSATION PLAN**

26.1 The Additional Compensation Plan will be funded at One Hundred Thousand Dollars (\$100,000) for each school years of the Collective Bargaining Agreement. Of these funds, Twenty Thousand Dollars (\$20,000) will be designated for use by the ACP Committee for professional staff initiatives on a yearly basis, Fifty Thousand Dollars (\$50,000) will be designated to fund Summer Renewal, Fifteen Thousand Dollars (\$15,000) will be designated for reimbursement for the cost of conferences and workshops with prior approval of the building principal and Fifteen Thousand Dollars (\$15,000) will be available for payment of district-wide committee work.

Workshops and conferences will be reimbursed up to Three Hundred Dollars (\$300) per professional staff member per year, as long as funds remain available. Professional staff members will be paid One Hundred and Fifty Dollars (\$150) for each day spent in a summit/training/workshop or other professional activity requested by the school district during any non-contract day during the school year with prior approval from the Superintendent or designee.

26.2 The approved additional compensation system will be included in the contract as a separate article and grievances pertaining thereto will be subject to binding arbitration.

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**ARTICLE 27 - EARLY RETIREMENT**

27.1 Any full-time professional staff member who has taught a minimum of twenty (20) years, of which fifteen (15) consecutive years (not withstanding approved leaves of absences) have been within the Sanborn Regional School District, and who is at least 55 years of age, may submit a request for early retirement to the Board.

The request shall be dated and signed by the professional staff member submitting it, shall be submitted by October 1<sup>st</sup> of the year preceding the year in which the retirement shall commence, and shall specify the date selected by the professional staff member for retirement, which must be at the end of a school year. The Board shall act upon the request no later than December 30<sup>th</sup>.

New staff hired for the 2011-2012 school year and those hired thereafter shall not be eligible for this provision.

Any staff hired from the 2002-2003 school year through the 2010-2011 school year, inclusive, will be eligible to receive the benefits under Article 27.3 only; they will not be eligible to receive the health insurance coverage pursuant to Article 27.4 and/or 27.7b.

27.2 Up to three (3) requests for early retirement per year shall be approved by the School Board, although more than three (3) requests may be granted at the discretion of the Board. Those professional staff members with the greatest seniority will be given first consideration. If a professional staff member is not granted early retirement for the year initially requested, that professional staff member will retain an advantage over any teacher requesting early retirement at a later date.

27.3 If approved the District shall pay professional staff members granted early retirement in accordance with the following schedule:

27.3a. Professional Staff Members who have taught for at least twenty (20) years, ten (10) of which must be in the District and applied for early retirement in 2015 or 2016 or who were hired prior to 1986 or who previously retired under the provisions of 27.1 shall receive 25% of the professional staff member's last salary annually for a five (5) year period or (refer to 27.3 B provision);

27.3b. Professional staff members who have taught at least twenty (20) years in the District and applied for early retirement in 2015 or 2016 or who were hired prior to 1986 or who previously retired under the provisions of 27.1 shall receive 30% of the professional staff member's last salary annually for a five (5) year period.27.3c.

Eligible Professional staff members who have taught twenty (20) years total with fifteen (15) years in the District who do not meet the provisions of 27.3a. or 27.3b shall receive 25% of the Professional staff member's last salary annually for a five (5) year period.

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- 27.3d. Eligible Professional staff members who have taught twenty (20) years in the District who do not meet the provisions of 27.3a or 27.3b shall receive 30% of the Professional staff member's last salary annually for a five (5) year period.
- 27.4 For all categories as described in Article 27.3, health insurance coverage will be provided by the District for up to a two-person plan. This coverage will continue until the retired professional staff member reaches age of 65.
- 27.5 The approval of early retirement shall be treated as a voluntary termination and the professional staff member shall have no right to continue teaching in the District after the effective date of the early retirement. Further, acceptance of the early retirement by the requesting professional staff member shall indicate that the professional staff member intends to retire from the profession.
- 27.6 Professional Staff Members granted early retirement may, if they so request by April 1, receive their full first year's salary in accordance with article 27.3 within one hundred twenty (120) days of the effective date of their retirement.
- 27.7 In the event of the death of the retired professional staff member, the District will terminate health insurance at the end of the month in which the death occurs. If the spouse of the retired professional staff member is insured, the spouse will be given the option to continue under the COBRA law. The spouse will be responsible for the monthly premiums.
- 27.8 Retirees will pay the same percentage of premium as current employees, as outlined in Article 20.1.

**ARTICLE 28 – HEALTH AND SAFETY**

The Parties agree that the safety of students and employees are of paramount importance in the school district. To that end, the District and the Associations in the District will form a Health and Safety Committee or the purpose of:

- (1) Developing recommendations to the School Board and Joint Loss Management Committee regarding the safety and physical health of bargaining unit members during working hours.
- (2) Developing a protocol for the documentation, reporting, and review of student assaults on employees with the goal of developing a plan to reduce assaults.
- (3) Reviewing legal requirements for employee health and safety and developing recommendations and training programs in compliance with, but not limited to, the following: the Safe School Zone Act and related state regulations as it relates to acts of violence against school employees; and RSA 281-A:64 (Joint Loss Management Committee) as it relates to workplace violence.
- (4) In compliance with the law, provide recommendations related to providing employees with necessary health and safety trainings.



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For the purposes of this Agreement, the Health and Safety Committee shall be comprised of 3 members of management, 3 members of represented bargaining units, and one teacher


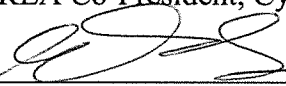
member at-large who shall be appointed by the District. The parties understand that the two other bargaining units in the District will be eligible to participate on this Committee. The president of the respective bargaining units shall make appointments of bargaining unit members.

**ARTICLE 29 - DURATION AND EFFECTIVE DATE**

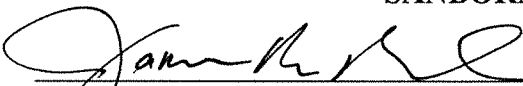
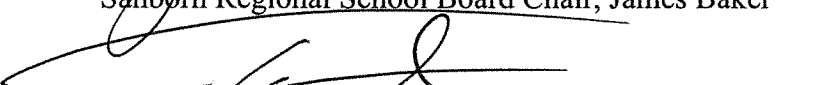

29.1 This Agreement shall become effective as of July 1, 2021 and shall continue in effect until June 30, 2024. Any extension shall be mutually agreed upon in writing by the parties, and unless such extension is agreed upon, this Agreement shall expire on the date indicated herein.

IN WITNESS WHEREOF the parties have caused this Agreement to be signed by their respective president/chairperson and attested by their respective negotiations committee chairperson and/or representative.

**SANBORN REGIONAL EDUCATION ASSOCIATION**

 _____ SREA Co-President, Cynthia Cole	6/2/21 _____ Date
 _____ SREA Co- President, Sarah Brown	6/2/21 _____ Date
<i>Nicole Argraves</i> _____ Negotiations Team Representative NHNEA UniServ Director, Nicole Argraves	5/14/2021 _____ Date

**SANBORN REGIONAL SCHOOL BOARD**

 _____ Sanborn Regional School Board Chair, James Baker	6/02/21 _____ Date
 _____ Sanborn Regional School Superintendent, Thomas Ambrose	6/2/21 _____ Date
 _____ <small>James O'Shaughnessy (May 18, 2021 08:37 EDT)</small> Negotiations Team Representative James A. O'Shaughnessy, Esq.	May 18, 2021 _____ Date

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EXTRA-CURRICULAR ACTIVITIES SALARY SCHEDULE

<b>High School-Athletics</b>	<b>2021-2024</b>
<b>Fall</b>	
Football Varsity	5,793
Football Assistant JV	4,055
Football Assistant 2	2,838
Football Assistant 3	2,838
Football Assistant 4	2,838
<b>Total Football</b>	<b>18,363</b>
Soccer, Varsity-Boys	3,703
Soccer, JV -Boys	2,592
<b>Total Soccer-Boys</b>	<b>6,294</b>
Soccer, Varsity-Girls	3,703
Soccer, JV -Girls	2,592
<b>Total Soccer-Girls</b>	<b>6,294</b>
Field Hockey-Varsity	3,637
Field Hockey-JV	2,546
<b>Total- Field Hockey</b>	<b>6,183</b>
Cross-Country	<b>3,636</b>
Golf	<b>2,873</b>
Spirit-Fall	<b>2,993</b>
<b>Winter</b>	
Basketball, Varsity-Boys	5,348
Basketball, JV-Boys	3,743
Basketball-Freshmen-Boys	3,111
Basketball-Varsity Assist-Boys	633
<b>Total Basketball-Boys</b>	<b>12,834</b>
Basketball, Varsity-Girls	5,348
Basketball, JV-Girls	3,743
Basketball-Freshmen-Girls	3,111
Basketball-Varsity Assist-Boys	633
<b>Total Basketball-Girls</b>	<b>12,202</b>
Indoor Track-Boys	3,194
Indoor Track-Girls***	3,194

**SANBORN REGIONAL SCHOOL DISTRICT  
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Total Indoor Track 6,388

**Article 12.9 (Continued)**

Spirit, Varsity 3,493

Spirit, JV 2,445

Total Spirit-Winter 5,938

**Spring**

Baseball, Varsity 3,559

Baseball, JV 2,491

Total Baseball 6,050

Softball, Varsity 3,559

Softball, JV 2,491

Total-Softball 6,050

Track, Varsity-Boys 3,623

Track, Varsity-Girls 3,623

Track, Assistant 2,536

Total Track 9,782

Tennis, Boys 3,282

Tennis, Girls 3,282

Total Tennis 6,565

**Total HS 112,445**

**High School Activities**

Book Club 997

Chess Club 997

Diversity 997

Drama 3,986

Drama 3,986

Film Club 458

Fitness After school 1,141

Fitness Before School 1,141

French Club 458

French Honor Society 232

Freshmen Advisor 684

Freshmen Advisor 684

Golf Club 684

Granite State Challenge 684

Junior Advisor 997

Junior Advisor 997

Key Club 997

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Knitting Club	232
Lit Magazine	997

**Article 12.9 (Continued)**

Math Team	997
Music /Band	1,425
National Honor Society	997
Outing Club	997
Outing Club	997
Senior Advisor	1,141
Senior Advisor	1,141
Shop Club	997
Sophomore advisor	684
Sophomore advisor	684
Spanish Honor Society	232
Student Council	1,141
Yearbook	1,425
<b>Total HS Activities</b>	<b>34,202</b>

**Middle School-Athletics**

**Fall**

Soccer-Boys A	2,216
Soccer-Boys B	1,551
<b>Total-Soccer-Boys</b>	<b>3,767</b>

Soccer-Girls A	2,216
Soccer-Girls B	1,551
<b>Total Soccer-Girls</b>	<b>3,767</b>

Field Hockey-Girls A	2,216
Field Hockey-Girls B	1,551
<b>Total Field Hockey</b>	<b>3,767</b>

Cross Country Co-ed	2,084
Cross Country Assist.	1,459
<b>Total Cross Country</b>	<b>3,543</b>

Spirit	<b>1,861</b>
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**Winter**

Basketball-Boys A	2,914
Basketball-Boys B	2,039
<b>Total Basketball</b>	<b>4,953</b>

Basketball-Girls A	2,914
Basketball-Girls B	2,039

**SANBORN REGIONAL SCHOOL DISTRICT  
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Total- Basketball	4,953
Spirit	2,401

**Article 12.9 (Continued)**

**Spring**

Baseball	2,124
Softball	2,124

Track, Boys and Girls	1,926
Track, Boys and Girls Assist	1,348
Track, Boys and Girls Assist	1,348
Track, Boys and Girls Assist	1,348
<b>Total Track</b>	<b>5,971</b>

<b>Total Middle School Sports</b>	<b>39,233</b>
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**Middle School-Activities**

Art Club	458
Book Club	997
Computer Club	997
Drama Club Assistant	1,141
Drama Club Assistant	1,141
Intramurals	997
NJHS	997
Music /Band	997
SAT Prep/John Hopkins Program	1,425
Science Club	997
Ski Club	684
Student Council	1,141
Yearbook	1,141
<b>Total Middle School Activities</b>	<b>13,112</b>

**D. J. Bakie School**

<b>Total Activities</b>	<b>9,538</b>
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**Memorial School**

<b>Total Activities</b>	<b>9,538</b>
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Total Athletics	151,678
Total Activities	66,390
<b>Grand Total</b>	<b>218,068</b>

**SANBORN REGIONAL SCHOOL DISTRICT  
PROFESSIONAL STAFF COLLECTIVE BARGAINING AGREEMENT**

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**Distribution of Copies:**

- Grievant
- Principal
- Superintendent
- School Board
- SREA

**SANBORN REGIONAL SCHOOL DISTRICT  
GRIEVANCE RECORD FORM  
(For use at Levels 1, 2 & 3)**

Name of Grievant \_\_\_\_\_ Date Filed/Appealed \_\_\_\_\_

Date of Alleged Violation \_\_\_\_\_

Article of the agreement allegedly violated: \_\_\_\_\_

Nature of the grievance: \_\_\_\_\_

Remedy sought: \_\_\_\_\_

\_\_\_\_\_  
Signature of Grievant

Disposition by: \_\_\_\_\_ Principal \_\_\_\_\_ Superintendent \_\_\_\_\_ Board

\_\_\_\_\_  
Date Answered

\_\_\_\_\_  
Principal/Superintendent/Board

Grievance settled on basis of Principal/Superintendent/Board answer.

Grievant: \_\_\_\_\_

**SANBORN REGIONAL SCHOOL DISTRICT  
PROFESSIONAL STAFF COLLECTIVE BARGAINING AGREEMENT**

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20 \_\_\_\_ to 20 \_\_\_\_ Professional Staff \_\_\_\_ Full Time \_\_\_\_ Part Time \_\_\_\_ Support Staff \_\_\_\_

**AUTHORIZATION TO DEDUCT MEMBERSHIP DUES**

NAME \_\_\_\_\_ SS# \_\_\_\_\_

SCHOOL BUILDING \_\_\_\_\_ Sanborn Regional School District

To: Superintendent of Schools, Sanborn Regional School District

I hereby request and authorize the disbursing officer of the Sanborn Regional School District to deduct from my earnings the following amounts:

National Education Association	\$ _____
NH Education Association	\$ _____
Sanborn Regional Education Association	\$ _____
Region IV	\$ _____
Subtotal	\$ _____
NEA-PAC	\$ _____
NEA-NH-PAC	\$ _____
Total	\$ _____

In payment of yearly membership dues as certified by the organization indicated:

I understand that such deductions are to commence September \_\_\_\_ 20\_\_ and are to be made in payments of \$ \_\_\_\_ every two weeks for the current school year and for succeeding school years.

I understand that such authorizations for deduction of dues shall continue in full force until I submit a written revocation of such authorization to the Superintendent of Schools not less than thirty (30) days prior to the date such written revocation shall become effective.

I hereby waive all right and claim of said monies so deducted in accordance with this authorization and relieve the School Board and all of its officers from any liability therefrom.

I designate the Sanborn Regional Education Association to receive all dues and distribute them to the organizations indicated.

Date \_\_\_\_\_ Signature \_\_\_\_\_

**MEMORANDUM OF UNDERSTANDING**  
**CLARIFYING ARTICLES 16.2 & 17.5**

This Memorandum of Understanding is made by and between the Sanborn Regional Education Association, NEA/NH (“Union”) and the Sanborn Regional School District (“District”) (collectively, the “Parties”).

WHEREAS, the Union and the District are parties to a collective bargaining agreement, effective between July 1, 2021 and June 30, 2024 (“CBA”);

WHEREAS, the Parties dispute whether bargaining unit members who leave employment with the District during the summer are obligated to reimburse the District for the District’s contribution to health insurance if they perform work for the District;

WHEREAS, the Parties dispute whether bargaining unit members who have been employed by the District for at least 15 consecutive years who resign from their positions with the District after July 1<sup>st</sup> are entitled to receive a partial payout for their unused sick leave days under Article 17.5 of the Parties’ CBA;

WHEREAS, the Parties wish to clarify Articles 16.2 and 17.5; and,

NOW THEREFORE, the Parties agree as follows:

1. The Parties agree to amend Article 16.2 of the CBA as follows:
- 16.2 If a professional member under contract chooses to leave employment with the district he/she will provide the district with at least one calendar month notice prior to departure. The employee may be released prior to the month notice with Superintendent approval.

If an employee should terminate their employment with the District during the summer period (July and August), the employee shall be responsible for reimbursing the district for the full cost of the district providing the employee with health and dental insurance for the summer period (i.e., both the employee and employer costs). However, if the employee works during the months of July and August at the request of the district<sup>1</sup>, the employee would only be responsible for reimbursing the district for the employee’s portion of the health and dental insurance premiums for the month in which they performed such work.

For example: (A) If an employee leaves employment in July and performed no work in July, the employee must reimburse the district for the full cost of the health and dental insurance for the month of July, which includes both the employee and employer portion of the plan premium; (B) If an employee leaves employment in August and performed no work in July or August, the employee must reimburse the district for the full cost of the employee’s health and dental insurance for the months of July and August, which includes both the employee and employer portion of the plan premium; (C) If an employee leaves employment in July and performed work in July at the

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<sup>1</sup> The following bargaining members would only be responsible for the employee portion of their health and dental insurance premium because they are deemed to have worked at the request of the district: (A) nurses, special education coordinators, counselors, and librarians who are given special assignments and are paid a stipend under Articles 12.3-12.6 of the CBA; (B) members who work outside of the school-year at the request of the district to participate in such activities as staff training (e.g., Summer Summits); and (C) ongoing members who are hired on a temporary basis outside of their annual contract to perform work during the summer (e.g., ESY teachers/paraeducators, summer school teachers, and summer enrichment camps instructors/teachers).



request of the district (e.g., participated in a Summer Summit training), the employee is only responsible for reimbursing the district for the employee's portion of health and dental insurance for July; (D) If an employee leaves employment in August and performed work in July at the request of the district but no work in August, the employee is only responsible for reimbursing the district for the employee's portion of health and dental insurance for July as well as the full costs of the health and dental insurance for the month of August, which includes both the employee and employer portion of the plan premium; or (E) If an employee leaves employment in the first three weeks of the school year and performed no work over the summer period, the employee is responsible for reimbursing the district for the full cost of the employee's health and dental insurance for the months of July, August (which includes both the employee and employer portion of the plan premium), and for the employee's portion of health and dental insurance for September.

2. The Parties agree to amend Article 17.5 of the CBA as follows (modifications indicated below in strikethrough and underlining only for ease of reference):

17.5 Any full-time professional staff member who has been employed by the Sanborn School District for a minimum of fifteen (15) consecutive years who chooses not to renew his/her contract will receive an amount of money equal to sixty-five per cent (65%) of the current substitute rate multiplied by the professional staff member's unused sick leave days (as accrued, but unused, through June 30<sup>th</sup> of the last school year in which the employee performed work). Any full-time staff member who resigns during the summer months must provide a letter of resignation with a signature to the Superintendent's office by August 1<sup>st</sup> to qualify for payout under this provision. If the letter is received August 2<sup>nd</sup> or later (even if the letter is dated on or before August 1<sup>st</sup>), the full-time professional employee will not be eligible for the sick leave day payout. If notice is given to the Superintendent by April 30<sup>th</sup>, the money will be available on July 1 of that year. If notice is received by August 1<sup>st</sup>, the money will be available on July 1<sup>st</sup> of the following year.

Example: 65% x \$80.00 (substitute daily rate) x 50 unused sick leave days = \$2,400 from the Sanborn Regional School District.

3. This Memorandum of Understanding shall go into effect upon execution by both Parties retroactive to July 1, 2021.

The undersigned parties agree to the above.

Nicole Argraves  
NHNEA UniServ Director

10/7/2022  
Date

Sarah Brown (Oct 7, 2022 11:11 EDT)  
SREA Co-President

Oct 7, 2022  
Date

Timothy Young  
SREA Co-President

19 Oct 22  
Date

[Signature]  
Superintendent, duly authorized

10/19/22  
Date