

**AGREEMENT**

**between**

**THE LEDYARD BOARD OF EDUCATION**

**and**

**THE LEDYARD EDUCATIONAL SECRETARIES**

**Local 1303-103 of Council 4 AFSCME, AFL-CIO #4**

**July 1, 2025 - June 30, 2029**

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## PREAMBLE

This Agreement is made and entered into by and between the Ledyard Board of Education and/or its successor, hereinafter referred to as the "Board" or "Employer" and Local 1303-103 of Council #4 AFSCME, AFL-CIO, and/or its successor, hereinafter referred to as the "Union." The terms "Superintendent of Schools" and "Superintendent" shall include the Superintendent and/or his/her designee(s).

## ARTICLE I RECOGNITION

The Ledyard Board of Education recognizes and certifies the Ledyard Educational Secretaries, affiliated with Local 1303-103 of Council 4, AFSCME, AFL-CIO, as the exclusive bargaining representative for all employees of the Board engaged in secretarial work in the public school system of said town, excluding the Executive Assistant to the Superintendent, the Payroll-Accounting Bookkeeper and Human Resources/Benefits Coordinator for the purposes of, and with all the rights and privileges as provided by, the Municipal Employee Relations Act in accordance with the Recognition Agreement executed between the Board and the Ledyard Association of Educational Secretaries on June 28, 1974. A copy of this Agreement (electronic or otherwise) shall be furnished to each employee. This Agreement shall also be posted on the Board's website.

## ARTICLE II MANAGEMENT RIGHTS

Pursuant to the Municipal Employee Relations Act, as amended and unless expressly and specifically limited, modified, abridged, or relinquished by a specific provision of this Agreement, and whether exercised or not, the rights, powers, and authority heretofore held by the Board of Education over the complete operations, practices, procedures, and regulations with respect to its employees shall remain solely and exclusively in the Board, except as otherwise prohibited by law, including, but not limited to, the following: to direct and control its employees; to determine the standards of services to be offered by its employees; to determine the standards of selection for its employees; to take disciplinary action; to assign, transfer or promote its employees; to relieve its employees from duty because of lack of work or other legitimate reasons; to issue rules, policies, and regulations including those affecting working conditions and from time to time change them and enforce them; to maintain the efficiency of operations; to determine work schedules; to determine the methods, means and personnel by which the Board's operations are to be conducted; to determine employees' places of work; to determine the content of job classifications; to establish jobs and transfer employees between buildings and classifications and within classifications; to exercise complete control and discretion over the Board's organization, facilities and technology of performing its work, to evaluate its employees; and to fulfill all of its legal responsibilities.

## ARTICLE III UNION SECURITY AND PAYROLL DEDUCTION

### **Section 1:**

Upon receipt of a signed voluntary authorized form, the Employer shall deduct from the employee's earned wages each payroll period such dues as the Union shall determine.

The voluntary amount to be deducted will be specified in writing by the responsible Union official and may be increased or decreased at any time but in no event more than once per year, with thirty (30) business day written notice by said Union official to the Employer.

### **Section 2:**

Deductions as provided above shall be remitted to the Council 4 office of the Union not later than thirty (30) business days after such deductions have been made, along with an initial list of the employees from whom the deductions have been made. Thereafter, the Union will be informed in writing on a monthly basis of additions to or deletions from the list.

### **Section 3:**

The Union agrees to indemnify and to hold the Board harmless against any and all claims, demands, suits, liabilities, litigation, counsel fees and other claims or costs arising from action taken by the Board pursuant to this article.

## ARTICLE IV TERMS OF EMPLOYMENT

### **Section 1:**

Each full-time secretary shall be employed by the Board of Education on a forty (40) hour per week basis and will be compensated according to the salary schedule as set forth in Appendix A. Each full-time secretary's schedule will be established by the Superintendent of Schools. Salary increases are effective on July 1<sup>st</sup>.

### **Section 2:**

School-term secretaries shall be employed for 214 days at 35 hours/week to be paid according to the salary schedule as set forth in Appendix A. Each school-term secretary's schedule will be established by the Superintendent. Salary increases are effective on July 1<sup>st</sup>.

### **Section 3:**

Part-time secretaries scheduled to work at least thirty (30) hours per week, shall be eligible for benefits as per the provision for school-term secretaries, pro-rated accordingly to the normal hours worked per day. Part-time secretaries working twenty (20) to twenty-nine (29) hours per week shall be eligible for medical benefits provided by the Board as well as sick and personal leave benefits pro-rated according to the normal hours worked per day. Such secretaries shall be paid according to the salary schedule as set forth in Appendix A.

**Section 4:**

The Board of Education may utilize Learn secretarial assistance for a maximum of twenty-five (25) hours per week. The individual shall not be a member of the bargaining unit. However, the employment of such individual shall not result in the layoff, reduction of wages, hours of work or other benefits of bargaining unit members nor shall it act as a waiver of the Union's claim that such work has been traditionally performed by bargaining unit members.

**ARTICLE V  
SENIORITY**

**Section 1:**

Each bargaining unit member who has successfully completed his/her probationary period shall be credited with seniority measured by his/her length of service in the Board's employ from his/her last date of hire.

**Section 2:**

Bargaining unit members shall complete a probationary period of ninety (90) calendar days, which may be extended for up to 90 calendar days by the Board of Education with notification to the Union President, during which time they shall accrue no seniority, and shall be entitled to none of the rights or benefits under this Agreement, with the exception of health and dental insurance subject to applicable waiting period, and shall be subject to discharge without recourse to the Board or the grievance procedure.

**Section 3:**

Unless otherwise abridged or modified by this Agreement, seniority and job function shall be factors in cases of layoff, recall, transfer, filling of vacancies, preference for vacation and movement from school-term to full-time or full-time to school-term provided that qualifications are equal.

**Section 4:**

An employee's seniority shall be lost if:

- (a) the bargaining unit member is discharged for just cause;
- (b) the bargaining unit member resigns without notice;
- (c) the bargaining unit member fails to provide notice of acceptance of the position within two (2) business days after being notified of recall and/ or fails to return to work within ten (10) business days of providing notice;
- (d) the bargaining unit member is laid off for more than twenty-four (24) months.

**Section 5:**

In the event a layoff is proposed or pending, the Superintendent of Schools shall inform the Union president no less than thirty (30) days prior to any said layoff.

## ARTICLE VI PROMOTIONS, VACANCIES AND TRANSFERS

### **Section 1:**

A notice of vacancy in the bargaining unit will be emailed to all employees covered under this agreement and remains open for five (5) calendar days.

### **Section 2:**

In the event new positions in the bargaining unit are created, or when bargaining unit vacancies occur which are to be filled, existing bargaining unit members who apply shall be given reasonable consideration before the hiring of an outside applicant.

### **Section 3:**

The Superintendent shall appoint a qualified applicant to fill the position, provided that, where two or more qualified applicants for a position from within the bargaining unit possess equal experience and qualifications, preference shall be given to the most senior applicant.

### **Section 4:**

The Union President and Secretary shall be notified of any new hires together with the date of hire and starting salary including step placement.

## ARTICLE VII HOURS OF WORK AND OVERTIME

### **Section 1:**

Time and one-half the employee's regular hourly rate shall be paid for all hours worked beyond forty (40) hours per week, if assigned and approved by the Superintendent or supervisor.

### **Section 2:**

Time and one-half the employee's regular hourly rate shall be paid for all hours worked on Saturday, if assigned and approved by the Superintendent or supervisor.

### **Section 3:**

Two (2) times the employee's regular hourly rate shall be paid for all hours worked on holidays listed elsewhere in this Agreement or on Sundays. No such time shall be worked without the prior approval of the Superintendent or supervisor.

### **Section 4:**

Secretaries shall receive full pay for regularly scheduled school days which have been designated emergency closing days up to a maximum of three (3) paid snow days in any one school year. Thereafter, secretaries may utilize any available leave for unscheduled school closures.

### **Section 5:**

When schools are dismissed early for emergency reasons, secretaries who are at work at the time, shall be allowed to leave after students have departed and the all clear has been received from the bus company

and/or otherwise notified by their supervisor and shall suffer no loss of pay.

## ARTICLE VIII SICK LEAVE

### **Section 1:**

Sick leave shall accumulate at the rate of one and one-quarter (1-1/4) days per month for each employee, for each month of work, to a total maximum accumulation of one hundred fifty (150) days. Upon submission of a doctor's report and the approval of the Board of Education, an additional twenty (20) days may be granted without loss of pay. The decision of the Board shall be final, and shall not be subject to the grievance procedure.

### **Section 2:**

Sick leave may be used for illness or injury of the employee or illness or injury of a member of the employee's family, defined as spouse, children and parents, or for medical or dental appointments which occur during regular working hours or where otherwise permitted or required by law.

### **Section 3:**

The Superintendent or designee may require medical verification of illness or injury in the form of a note from a doctor for any absence in excess of three (3) working days or for suspicion of abuse where otherwise permitted or required by law

### **Section 4:**

All school-term employees shall receive a full accrual of sick leave for work performed during the month of August.

## ARTICLE IX HOLIDAYS

### **Section 1:**

Full-time secretaries will be entitled to the following holidays with pay: New Year's Day, Martin Luther King Day, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day/Indigenous Peoples Day, Veterans' Day\*, Thanksgiving Day, Thanksgiving Friday, and Christmas Day and a floating holiday mutually agreed to between the secretary and his/her supervisor. In the event that any of the above falls on a weekend, either Friday or Monday will be observed as a holiday, as determined by the Superintendent, provided that it does not interfere with school sessions, in which case the secretary will receive one day's pay as remuneration for the holiday. Good Friday will also be a paid holiday if school is not in session. If school is in session on Good Friday, the first business day after Christmas will be added as a paid holiday during that academic year.

\*In the event that Veterans' Day is deemed a workday by the Board of Education, employees shall work Veterans' Day and be granted a floating holiday to be used at the agreement of their supervisor.

### **Section 2:**

School-term secretaries will be entitled to the following holidays with pay: New Year's Day,

Martin Luther King Day, President's Day, Good Friday, Memorial Day, Labor Day, Columbus Day/Indigenous Peoples Day, Veterans' Day\*, Thanksgiving Day, Thanksgiving Friday, Christmas Day, and a floating holiday to be observed during the Christmas school vacation. In the event that any of the above days fall on a weekend, either Friday or Monday will be observed as a holiday, as determined by the Superintendent, provided that it does not interfere with school sessions, in which case the secretary will receive one day's pay as remuneration for the holiday. Good Friday will also be a paid holiday if school is not in session. If school is in session on Good Friday, the first business day after Christmas will be added as a paid holiday during that academic year.

\*In the event that Veterans' Day is deemed a workday by the Board of Education, employees shall work Veterans' Day and be granted a floating holiday to be used at the agreement of their supervisor.

### **Section 3:**

In order to receive holiday pay, secretaries must work their full scheduled shift on the working day immediately preceding the holiday, and the working day immediately following the holiday, unless written evidence of reasonable cause for the absence is presented to and determined to exist by the employee's immediate supervisor.

### **Section 4:**

In the event an employee is on long-term sick leave when a holiday occurs, the employee shall receive holiday pay in place of sick leave.

## **ARTICLE X PERSONAL LEAVE DAYS**

### **Section 1:**

A total of five (5) days leave per year without loss of pay, non-cumulative, shall be allowed for full-time secretaries, upon written request to and approval by the employee's immediate supervisor for such consideration as death or illness in the immediate family, attendance in court or other legal demands and extraordinary circumstances of a personal nature that cannot be carried out at any other time, and one day for death in other than the immediate family.

### **Section 2:**

A total of four (4) leave days per year without loss of pay, non-cumulative, shall be allowed for school term secretaries, upon written request to and approval by the employee's immediate supervisor for such consideration as death or illness in the immediate family, attendance in court or other legal demands and extraordinary circumstances of a personal nature that cannot be carried out at any other time, and one day for death in other than the immediate family.

### **Section 3:**

For two (2) of the days referenced in Section 1 and Section 2 above, the employee need not give the reason for the desired personal day, provided five (5) days' notice of the requested day is given. Exceptions to this notice will be made for emergencies.



## ARTICLE XI VACATION

### **Section 1:**

Vacation periods shall be scheduled by the building principal and approved by the Superintendent of Schools.

### **Section 2:**

Full-time secretaries' eligibility for vacation shall be established after six (6) consecutive months of employment. At this time a secretary shall be eligible for five (5) days' vacation and will thereafter accrue vacation days at a rate of ten-twelfths (10/12ths) of a day per month until a maximum of ten (10) days per year is reached. After the fifth (5th) consecutive year of employment, the secretary shall accrue vacation days at a rate of fifteen-twelfths (15/12ths) of a day per month until a maximum of fifteen (15) days is accrued. After the fifteenth (15th) consecutive year of employment, the secretary shall accrue vacation days at the rate of (20/12ths) of a day per month until a maximum of twenty (20) days is accrued.

### **Section 3:**

Employees shall be allowed to carry over no more than one (1) year's vacation accrual into the next fiscal year, with the approval of the employee's immediate supervisor.

### **Section 4:**

For purposes of determining years of employment under this Article, full-time secretaries' years of employment as a school-term secretary, if any, shall be included.

## ARTICLE XII JURY DUTY

### **Section 1:**

Any employee who is called for jury duty shall receive the necessary leave to fulfill this legal obligation. This leave shall not be deducted from sick leave or from personal days. The employee who is called to fulfill this obligation shall be compensated at the full rate of pay with no deduction for the cost of a substitute. On the 6<sup>th</sup> day and days thereafter, the employee will sign over the compensation check for jury duty to the Board. The employee may request the Superintendent to request a deferral from jury duty. A juror service certificate indicating that jury duty was served must be submitted in order to receive compensation under this provision.

## ARTICLE XIII RESIGNATION FROM EMPLOYMENT

### **Section 1:**

An employee may sever relations by submitting two (2) weeks' notice to the Superintendent of Schools. Such two (2) week notice will normally constitute a termination in good standing and the employee will receive all unused accumulated vacation leave remaining to his/her credit on the last day worked. If the employee gives such two (2) week notice upon retirement or death after ten (10) years of employment with the Board, but not before age 55, an employee, or his/her beneficiary or estate, shall receive payment for up to fifteen (15) days of accrued sick leave.

**Section 2:**

Subject to the availability of coverage by the carrier, employees may have the option of being retained in the Board's approved carrier's insurance plans upon retirement as defined in the Ledyard Employee's pension plan, until reaching Medicare eligibility. Upon reaching Medicare eligibility, the employee may purchase any available Medicare supplements offered by the carrier. Any premiums or membership costs shall be paid fully by the employee and shall involve no expense to the Board. The employee may not continue with the active employee insurance plan. Payments shall be submitted to the Office of the Superintendent in accordance with the schedule established between the Board and the insurance carrier. Failure to do so will result in an automatic loss of coverage.

## ARTICLE XIV INSURANCE AND PENSION

**Section 1:**

The Board shall maintain a "Section 125" salary reduction agreement which will be designed to permit exclusion from taxable income of the employee's share of health insurance premiums.

The Board shall provide health, dental and vision insurance pursuant to Appendix B.

**Section 2:**

Employees will pay 19.25% of the premium costs for the aforementioned insurance coverages commencing on July 1, 2025, 19.5% of the premium costs commencing on July 1, 2026, 19.75% of the premium costs commencing on July 1, 2027, and 20.00% of the premium costs commencing on July 1, 2028.

**Section 3:**

The Board may change carriers/plans for any of the above insurance provided that the coverage and benefits are comparable, when viewed as a whole, to those currently offered, and that no such change shall result in any lapse of benefits. At least thirty (30) days prior to change of carrier/plan, the Board or its designee shall notify the President of the Union and the parties will meet to discuss the proposed change. Should the Union and the Board of Education disagree that the proposed changes will provide coverages comparable, when viewed as a whole, to that currently in existence for the bargaining unit, the disagreement(s) shall be subject to impartial arbitration as forth in Article XVIII of this Agreement. No change shall be made until the arbitrator has rendered his/her award. The Union or Board may re-open this Article regarding medical coverage if a comparable or better plan, when viewed as a whole, becomes available at a lesser cost through state law or program.

In any negotiations triggered under this section as well as negotiations for a successor to the current Agreement, the Board shall not be required to use the plan provided in this agreement as the baseline for such negotiations. Rather, the parties shall consider the following factors:

- Trends in health insurance plan design outside of the Anthem Plan provided via this agreement; and

- 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 evidence from the parties as to the foregoing when applying the statutory criteria in making its ruling.

**Section 4:**

Members of the bargaining unit shall be covered by the Town of Ledyard non-certified improved employees' pension plan as agreed in writing on March 13, 2002 in accordance with its eligibility requirements. This applies to employees hired before July 1, 2013, and as to them the Memorandum of Agreement to protect the benefits under such plan is applicable. Employees hired on or after July 1, 2013, will be eligible to participate in the Town of Ledyard Defined Contribution Plan only, with an Employer match under such plan capped at 6% after 6 months of employment.

**Section 5:**

The Board shall provide life insurance in the amount equal to \$20,000 for part-time and \$30,000 for school year and full-time employees, and Long-Term Disability Insurance at 60% salary for 180 days, with 15% of the premium paid by the employees who choose to enroll.

## ARTICLE XV WAGES AND CLASSIFICATIONS

**Section 1:**

All wage rates shall be reduced to writing and attached to this Agreement as Appendix A.

Effective July 1, 2025 and in each year of this contract, all employees in steps shall receive a 2.00% general wage increase and shall advance a step. Those employees at top step shall receive a general wage increase of 3% each year of this contract.

**Section 2:**

All employees shall be paid by direct deposit into a checking or savings account consistent with the schedule published by the district annually.

**Section 3:**

Each bargaining unit member shall receive longevity payment annually in accordance with the schedule listed below. Longevity payments shall be made by November 30 of each year, based on years of employment as of November 1 of that year. Only employees hired on or before June 30, 2019 shall be eligible to receive longevity payments.

|   |       |
|---|-------|
| A. More than seven (7) consecutive years of employment        | \$350 |
| B. More than twelve (12) consecutive years of employment      | \$400 |
| C. More than seventeen (17) consecutive years of employment   | \$450 |
| D. More than twenty-five (25) consecutive years of employment | \$500 |

Employees starting work after the ratification of this contract shall not be eligible for this benefit.

**Section 4:**

Nothing in this Agreement shall be construed as a limitation upon the right of the Board to set the initial salary of a newly hired employee and to place said employee at any step of the salary schedule. When a new employee is hired in at a higher step than any existing employee, the Superintendent shall provide a written statement to the Union President of the reasons for bringing in the new employee at a higher step than the existing one.

ARTICLE XVI  
DISCIPLINARY PROCEDURE

**Section 1:**

No employee shall be discharged or disciplined without just cause. Just cause for discipline or discharge shall include, but not be limited to, improper behavior, incompetence, insubordination, poor work quality, or a revealing of security information, making the secretary's continued presence in his/her position unacceptable.

ARTICLE XVII  
MISCELLANEOUS

**Section 1:**

Pertinent information on current insurance will be given to secretaries upon written request, when the employee becomes eligible to receive benefits or when the plan changes.

**Section 2:**

"Business days" when used herein shall mean those days on which the central office is open for business.

ARTICLE XVIII  
GRIEVANCE PROCEDURE

**Section 1:**

A "grievance" shall be defined as a dispute between a bargaining unit member and the Board arising out of a specific section of this Agreement.

**Section 2:**

If a bargaining unit member(s) feels that he/she/they may have a grievance, the matter shall first be discussed with the building principal and/or administrator within fifteen (15) days of the alleged grievable occurrence in an effort to resolve the problem formally. "Days" herein shall mean days when the Central Office is open for business.

**Section 3:**

If the aggrieved is not satisfied with the outcome of the informal procedure, the aggrieved may submit a written request for a review by the Superintendent of Schools within ten (10) business

days after the date of the informal decision. Within ten (10) business days of the receipt of such request, a conference with the aggrieved, a Union representative (if requested by the aggrieved) and the building principal and/or administrator shall be scheduled to take place.

If the matter is not resolved at the conference, the Superintendent shall within ten (10) business days express his decision in writing with copies to the aggrieved, the Union and the building principal and/or administrator.

**Section 4:**

If the decision of the Superintendent is not accepted by the aggrieved, the aggrieved shall make a written request for a meeting with the Board through the Board. Said meeting shall take place within twenty-one (21) business days of the written request.

The decision shall be made by the Board within twenty-five (25) business days of the meeting and conveyed in writing by the Superintendent to the aggrieved, the Union and the building principal and/or administrator.

**Section 5:**

In the event the decision of the Board is unacceptable, the Union may file for arbitration by the State Board of Mediation and Arbitration within thirty (30) days following receipt of a written decision by the Board. The Arbitrator(s) shall have no power to alter, amend, add to, subtract from or to modify the terms of this Agreement. The decision of the Arbitrator(s) shall be final and binding on the parties to the extent required by law.

**Section 6:**

The costs of the Arbitrator and the arbitration shall be borne by the union.

## ARTICLE XIX SAVINGS CLAUSE

**Section 1:**

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

## ARTICLE XX IN-SERVICE/STAFF DEVELOPMENT DAYS

**Section 1:**

Employees shall attend, with no loss in pay, any in-service-staff development days funded by the Board and designed to improve the skills of secretaries.

Employees may apply to attend workshops or courses on subjects relevant to their jobs, with no loss of pay. The applications must be approved by their immediate supervisor and the Superintendent. The cost of such workshops or courses shall be paid by the Board and, if needed,

a substitute shall be provided for the employee if it is a workshop which is scheduled on a school day.

**Section 2:**

The Board shall subsidize up to fifteen dollars (\$15) per year per employee for the cost of membership in any professional secretarial organization.

**Section 3:**

Each member of the bargaining unit shall be eligible for reimbursement for up to three (3) courses per year, at a maximum of \$500 per course, provided that such course(s) are approved in advance by the Superintendent as providing benefit to the Ledyard Public Schools.

ARTICLE XXI  
LEAVES OF ABSENCE

**Section 1:**

Leaves of absence not exceeding six (6) calendar months may be granted by the Superintendent in cases of exceptional need for those employees who have acquired seniority and have been employed for a minimum of two (2) years. Leaves may be granted for such reasons as study and personal business, but not for the purpose of gainful employment elsewhere. Leave will be taken without pay or credit toward salary increments or seniority. Medical benefits may be continued during the leave at no cost to the Board.

**Section 2:**

Employees will be eligible for leave in accordance with the Family and Medical Leave Act, as amended.

**Section 3:**

Employees will be eligible for leave to serve military duty in accordance with the Uniformed Services Employment and Reemployment Right Act (USERRA), as amended.

ARTICLE XXII  
REIMBURSEMENT FOR EXPENSES

Employees who utilize their own automobile on school business with prior authorization shall be reimbursed at the IRS allowable rate.

ARTICLE XXIII  
DURATION

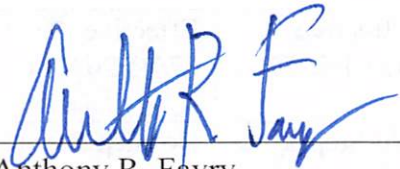
**Section 1:**

Except as provided herein, the provisions of this Agreement shall be effective as of July 1, 2025 and shall continue and remain in full force and effect for an original period of four (4) years to and including June 30, 2029. This Agreement shall remain in effect from year to year thereafter unless either party notifies the other no less than one hundred twenty (120) calendar days from the

expiration date that it wishes to modify or change this Agreement in any manner.

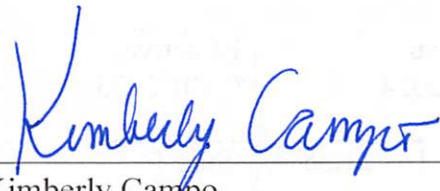
**Section 2:**

In the event that the Board of Education and the Union shall fail to secure a successor Agreement prior to the termination of this Agreement, this Agreement will remain in full force pending the negotiation of a successor Agreement.

  
\_\_\_\_\_  
Anthony R. Favry


Chair, Ledyard Board of Education

7/15/23  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Kimberly Campo

President, Local 1303-103

7/23/25  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Tricia Johnson  
Attorney Staff Representative  
Council 4, AFSCME, AFL-CIO

7/23/25  
\_\_\_\_\_  
Date

## Appendix A

| Effective<br>07/01/2024 | Effective<br>07/01/2025 | Effective<br>07/01/2026 | Effective<br>07/01/2027 | Effective<br>07/01/2028 |
|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| 1. 21.25                | Step 1<br>eliminated    | No Step 1               | No Step 1               | No Step 1               |
| 2. 21.94                | \$ 22.38                | \$ 22.83                | \$ 23.29                | \$ 23.76                |
| 3. 22.63                | \$ 23.08                | \$ 23.54                | \$ 24.01                | \$ 24.50                |
| 4. 23.28                | \$ 23.75                | \$ 24.23                | \$ 24.72                | \$ 25.21                |
| 5. 23.99                | \$ 24.47                | \$ 24.96                | \$ 25.46                | \$ 25.97                |
| 6. 26.67                | \$ 27.47                | \$ 28.29                | \$ 29.14                | \$ 30.01                |