

COLLECTIVE BARGAINING AGREEMENT

By and Between

THE MONROE BOARD OF EDUCATION



MONROE PUBLIC SCHOOLS
— MONROE, CONNECTICUT —

and

UNITED PUBLIC SERVICE EMPLOYEES UNION



LOCAL 424 UNIT 39
MONROE PARAEDUCATORS

July 1, 2017 – June 30, 2021

Table of Contents

Article I	Recognition	1
Article II	Grievance Procedure	1
Article III	Union Postings	3
Article IV	Union Meeting on School Property	3
Article V	Visitation Clause	3
Article VI	No Strike/No Lockout	3
Article VII	New Positions/Additional Positions/Vacancies	4
Article VIII	Transfers/Reassignments	5
Article IX	Layoff and Recall Rights	5
Article X	Resignations	6
Article XI	Disciplinary Action/Dismissal	7
Article XII	Abbreviated School Days	7
Article XIII	Jury Duty.....	7
Article XIV	Family Critical Illness Leave/Funeral Leave.....	7
Article XV	Retirement Payment	8
Article XVI	Compensation.....	8
Article XVII	Employees Personnel Folders.....	9
Article XVIII	Professional Development	9
Article XIX	Assignment of Paraeducators	10
Article XX	Job Descriptions	10
Article XXI	Insurances	10
Article XXII	Sick Leave and Physical Examination	14
Article XXIII	Personal Leave with Pay	15
Article XXIV	Leaves Without Pay	15
Article XXV	Worker's Compensation.....	16
Article XXVI	Holidays	16
Article XXVII	Work Week	17
Article XXVIII	Non-Discrimination Provision	17
Article XXIX	Employee Protection	17
Article XXX	Union Business	17
Article XXXI	Employment Information	18
Article XXXII	Union Security/Dues and Fees	18
Article XXXIII	Management Rights.....	19
Article XXXIV	Miscellaneous	19
Article XXXV	Savings Clause.....	20
Article XXXVI	Negotiations.....	20
Article XXXVII	Signature Block.....	20
Appendix A	Grade Level Descriptions.....	22
Appendix B	Salary Schedule 2014-2017.....	23
Appendix C	Intentionally left blank	25
Appendix D	Insurance Summary Plan Descriptions.....	26
Appendix E	Guidelines for Transfer or Reassignment	39

ARTICLE I RECOGNITION

The Monroe Board of Education recognizes United Public Service Employees Union ("UPSEU"), Paraeducators Unit Local 424, Unit 39 as the exclusive collective bargaining representative for the purposes of collective bargaining under the Connecticut Municipal Employees Relations Act (MERA), (Connecticut General Statute, Section 7-467, et seq.), as certified under Case Number ME-28,357 Connecticut State Board of Labor Relations for a bargaining unit consisting of all Paraeducators employed 12 hours to 35 hours per week in the Monroe School System that occupy the positions of Title I Instructional Aides (Math & Reading), Learning Center Instructional Aides, Special Education Instructional Aides, Library Aides, In-School Suspension Aides, Clerical Aides, Career Center Aides, Teacher Assistant Aides, Multi-Handicapped Aides, Computer Aides, Pre-School Aides, Adjusted Curriculum Aides, Recess Aides, Bus Aides, and Lunchroom Aides employed by the Monroe Board of Education. As used in the Agreement, the term "Employee" or "Member of the Unit" refers to employees of the Monroe Board of Education within the above-defined bargaining unit. The term "Board", "District" or "Board of Education" refers to the Monroe Board of Education. The term "Superintendent" or "Superintendent of Schools" refers to the Superintendent of Schools employed by the Monroe Board of Education. The term "Union" refers collectively to the United Public Service Employees Union ("UPSEU").

- A. The Union accepts such recognition and agrees to represent equally all employees without regard to membership or participation in, or association with the activities of, the Union or any other employee organization and to continue to admit membership without qualifications other than payment of dues and employment by the Board.
- B. It is the intent and purpose of the parties hereto that their agreements promote and improve the quality of work in the Town and provide for orderly and professional negotiation between the Board and the Union and secure prompt and fair disposition of grievances so as to promote a good influence upon the operation of the school program.

ARTICLE II GRIEVANCE PROCEDURE

A. DEFINITION

A grievance is hereby defined to be any controversy, complaint, misunderstanding, or dispute concerning the interpretation or application of any provision of this Agreement.

All grievances must advise the employer of the specific provision or provisions claimed to have been violated, of the nature of the grievance, and the remedy requested.

B. LEVEL ONE - IMMEDIATE SUPERVISOR

Employees who have grievances are encouraged to attempt to work out the matter informally with their immediate supervisor and/or principal, with a Union representative present, if desired by the employee(s). However, as indicated above, a grievance, in order to be valid, must be filed, in writing, with the immediate supervisor and/or acting

principal within fifteen (15) work days after the employee knew, or should have known, of the act or condition on which the grievance was based.

C. LEVEL TWO - SUPERINTENDENT OF SCHOOLS

1. In the event that such aggrieved member of the Unit is not satisfied with the disposition of his/her grievance at Level 1, or in the event that no decision has been rendered within ten (10) work days after presentation of the written grievance at Level 1, he/she may appeal the written grievance to the Superintendent of Schools within five (5) work days after the decision at Level 1, or after fifteen (15) work days after the grievance was presented in writing at Level 1, whichever is sooner.
2. The Superintendent shall represent the administration at this level of the grievance procedure. Within the ten (10) work days after receipt of the written grievance by the Superintendent, the Superintendent or his/her designee shall meet with the aggrieved person in an effort to resolve it.

D. LEVEL THREE - BOARD OF EDUCATION

In the event that the aggrieved member of the Unit is not satisfied with the disposition of his/her grievance at Level 2, then within five (5) work days after the date a decision was rendered, or in the event no decision has been rendered, within ten (10) work days after he/she has first met with the Superintendent whichever is sooner, he/she may file a written grievance indicating such dissatisfaction with the Board of Education. Within thirty (30) work days after receiving the written grievance, a Committee of the Board shall meet with the aggrieved member of the Unit for the purpose of resolving the grievance. The ultimate decision of the grievance at Level Three shall be rendered by the Board of Education or its sub-committee.

E. LEVEL FOUR - IMPARTIAL ARBITRATION

In the event that the aggrieved member of the Unit is not satisfied with the disposition of his/her grievance at Level 3, or in the event no decision has been rendered within thirty (30) work days after he/she has first met with the Board Committee, the Union may, within five (5) work days after a decision by the Board or thirty (30) work days after the aggrieved member has first met with the Board Committee, whichever is sooner, present a request in writing to the State Board of Mediation and Arbitration for arbitration. One arbitrator shall be mutually chosen by the grievant and the Board. If no agreement can be reached concerning the single arbitrator, then the State Board of Mediation and Arbitration shall appoint an impartial arbitrator. The total cost of the grievance arbitration shall be borne equally by the United Public Service Employees Union and the Board of Education. The decision rendered by the State Board of Mediation and Arbitration shall be final and binding on both parties.

F. ADJUSTING GRIEVANCES

1. A copy of all written grievances shall be sent to the Unit President.

2. The aggrieved has the right to have a Union representative present at all levels of the grievance procedure.
3. The Union may designate one (1) member of the bargaining unit for the purpose of adjusting grievances, unfair labor complaints, or concerns over working conditions. To the extent that such actions take place during the designated representative's regularly scheduled work, the representative will be afforded a reasonable amount of time without loss of pay to conduct such business. The Union agrees not to abuse this privilege.
4. All documents, communication and records dealing with the processing of a grievance shall be filed separately from the personnel files of the participant.
5. The Union shall be given prompt notification of the adjustment of a grievance.

ARTICLE III UNION POSTINGS

The Employer shall provide appropriate space in each building of the district at the beginning of each year for the posting of Union notices.

ARTICLE IV UNION MEETING ON SCHOOL PROPERTY

The Union may call meetings in each school on non-work time before or after school or during lunch whenever necessary, providing that such meetings are approved in advance by the Building Administrator or designee and do not conflict with other scheduled school activities or programs.

ARTICLE V VISITATION CLAUSE

A duly authorized officer or Union representative may secure permission to enter the Employer's premises for the purpose of adjusting disputes, investigating working conditions and determining whether or not the terms of this Agreement are being adhered to. The Union representative shall request such a visit from the building principal but shall in no way interfere with the normal operation and procedure of business.

ARTICLE VI NO STRIKE/NO LOCKOUT

Pursuant to Connecticut General Statute 7-467 (Municipal Employees Relations Act), all employees included in this Agreement shall not hinder the Board's operation by strike or work stoppage and the Board shall not pursue lock-out tactics in any part of its operation.

ARTICLE VII
NEW POSITIONS/ADDITIONAL POSITIONS/VACANCIES

- A. A "Vacancy" is a position newly created, or vacated by death, retirement, resignation or termination. Within five (5) days after a vacancy has occurred, notices relating to such vacancies shall be posted by sending an email notice to all Unit members. This notice shall state title of position, hourly rate of pay, number of hours per week, number of days per year, grade level, and job description including any special qualifications required. Employees shall be given five (5) days to apply for the position before it is offered publicly. Current employees shall be given first preference. The Superintendent shall take into account these qualifications when considering job applicants: length of service in the Monroe Public School system; job performance; special skills and training; and the ability to meet the requirements of the job. These criteria are not listed in any special order.

When a paraeducator is being hired for a specific child and it is felt that a change in personnel during that school year would be disruptive to the child's education, the paraeducator will be told, prior to being hired that he/she will be expected to remain in that position for the entire year. This fact will also be stated in the appointment letter.

Employees shall have five (5) working days from the date of the announcement (notice) to apply in writing to the Superintendent or designee for the vacant position. Notification of employment to the vacancy shall be given to the Union in the form of a written notification within five (5) working days. The successful candidate's name, title, date of employment, hourly rate of pay, number of hours per week, number of days per year, grade level and step will be listed in the notification. A job shall not be filled until such position has been vacated, nevertheless, the Board shall have the right to employ a replacement for said employee for training purposes prior to the job being vacated.

- B. If it is possible to fill new positions, additional positions and vacancies by giving additional hours to current employees desiring them, every effort shall be made to do so.
- C. When a position must be filled immediately, the Administration, in consultation with the Unit President, may hire a temporary employee for a period of ten (10) working days, until the position can be posted and filled permanently according to the conditions in Article VII A.
- D. SUMMER NOTIFICATION. When a need to fill a new or additional position or vacancy in the bargaining unit arises during the summer months, notification shall be by email to the employees' Monroe Public Schools email address provided that interested employees sign up for such email notification in the Superintendent's office prior to the commencement of the vacation period.
- E. SUMMER POSITIONS. If a position currently in the bargaining unit is extended through the summer, the employee working in that position will be granted the right of first refusal. If the employee declines the offer or if a new summer position requiring a paraeducator is established, the position shall be advertised and filled according to the conditions in Article VII A.

- F. PROBATIONARY PERIOD. All newly hired employees shall be required to successfully complete a probationary period of sixty (60) working days and, during such probationary period, shall have no seniority and may be terminated during or on the conclusion of said probationary period at the sole discretion of the Board or its designated representative without recourse to the grievance procedure. If it is felt that a decision regarding an employee's competency cannot be made at the end of sixty (60) working days, a thirty (30) calendar day extension may be granted by mutual agreement between the Administration and the Union. If an extension is agreed upon, the paraeducator involved and the Union will be notified in writing by the Administration. During the probationary period, probationary employees will be subject to other provisions of this Agreement; and, upon the successful completion of their probationary period, their seniority date shall be deemed to be their date of initial hire. Employees appointed or transferred to a different classification within the bargaining unit shall not be required to complete a probationary period in the new position. Seniority rights and/or recourse for grievances will remain in effect.
- G. Nothing herein shall require the Administration to fill a vacancy. However, if the vacant position is ever filled, it shall be with a paraeducator. When the Administration decides to eliminate a position or chooses not to fill a vacancy, the Union and the affected employee shall be notified immediately in writing.

ARTICLE VIII TRANSFERS/REASSIGNMENT

TRANSFERS: Notification shall be given to all employees of new or additional positions or vacancies in the bargaining unit as provided in Article VII above, and all employees applying will be given due consideration. When a need for a transfer has been demonstrated to the Union, the employee to be transferred will be determined by mutual agreement between the Administration and the Paraeducator Union, taking into consideration seniority, ability and job performance. Employees who are involuntarily transferred shall, upon request, be given a meeting with the Superintendent or his designee at which time the reason for involuntary transfer will be explained. A transferred employee shall be given the first opportunity to return to his/her previous job classification should a vacancy become available. (See Appendix E for guidelines.)

ARTICLE IX LAYOFF AND RECALL RIGHTS

- A. The Union shall be notified of all impending layoffs.
- B. In the event that layoffs become necessary, the employee with the least seniority system wide shall be laid off first unless the Superintendent can incontestably demonstrate that another less senior employee has special skills such as certification in braille or sign language and/or PMT training and said paraeducator is currently working predominantly with a one-on-one student and will be working with said student in the next school year. Such exceptions shall not exceed three (3) such paraeducators in any layoff occurrence. Recall shall be in inverse order of layoff providing the employee still has recall rights. The

recall time period shall be equal to an employee's seniority at the time of layoff to a maximum of two (2) years.

- C. For the purpose of this Article, seniority shall be defined as an employee's continuous length of service with the Board from said employee's most recent date of hire into the bargaining unit.
- D. All benefits except what the statutes provide at the time of a layoff including, but not limited to, such items as unused sick leave, seniority, etc., shall be restored to the employee upon his/her return to active employment, if within the specified two (2) years time period as defined above.
- E. All laid off employees shall be notified by mail of all job openings. The laid off employees shall have five (5) working days from the date of receipt of the announcement to apply in writing to the Superintendent or his designee for the vacant position. Current or new paraeducators may be hired if no applications are received from those who are on lay-off.
- F. No new paraeducators shall be hired until all laid off employees have been recalled and have been given notification by certified mail.
- G. If a laid off employee has secured temporary employment elsewhere, he/she shall be allowed ten (10) working days of time before being required to report to work.
- H. While on layoff, the employee will have the option when permitted by the Statute or the insurer to remain an active participant in the District's health, vision and dental insurance plans by contributing the full amount at the group rate.
- I. Employees to be laid off shall be given two weeks notification in writing.
- J. If vacancies are created as a result of layoffs, such vacancies shall be filled from within the Union according to the procedures stated in Article VII. If there are no applicants for a vacancy, it shall be filled according to the transfer procedure stated in Article VIII using seniority as the primary criterion for transfer.
- K. In the event a conflict arises between the job requirements and the qualifications of the person in line to fill that position, the matter will be resolved by mutual agreement between the Superintendent and the Union.

ARTICLE X RESIGNATIONS

- A. Written notice of resignation shall be filed with the Superintendent of Schools and the United Public Service Employees Union at least two (2) weeks in advance of separation. This notice should include a statement of the reasons for this action.
- B. An employee who resigns in good standing shall be entitled to pay, up to and including the last day of work. The check will be available on the next pay day.

ARTICLE XI
DISCIPLINARY ACTION/DISMISSAL

All disciplinary action, suspensions and dismissals shall be for just cause only. Should there be any dispute between the Board and the Union concerning the existence of just cause for such disciplinary actions, suspensions or dismissals, the dispute shall be subject to the grievance procedure in accordance with the terms of this Agreement. A verbal and written warning shall be given prior to the dismissal, but the parties recognize and agree that employees are subject to immediate discharge for serious misconduct even if they have not been previously warned verbally or in writing.

ARTICLE XII
ABBREVIATED SCHOOL DAYS

Employees shall be paid a full day's pay for all scheduled early dismissals/delayed openings, provided the paraeducator stays for the remainder of the day for professional development or other work except for the day before Thanksgiving, the day before Christmas and the last two days of school that shall be paid as full days if they are early dismissals. The paraeducator can choose to leave on such scheduled early release days and they shall only be paid for time worked. Delayed openings or early dismissals due to an emergency and/or inclement weather, the employee will be paid as full days, provided the employee is in attendance.

ARTICLE XIII
JURY DUTY

Any employee who is called for jury duty may receive the necessary leave to fulfill this legal obligation. This leave shall not be deducted from sick leave or personal leave days. The staff member shall receive a rate of pay equal to the difference between the paraeducator salary and the Jury fee. The Superintendent shall have the right to appeal the employee's use for jury duty.

ARTICLE XIV
FAMILY CRITICAL ILLNESS LEAVE/FUNERAL LEAVE

FAMILY CRITICAL ILLNESS: A maximum of three (3) days with pay per immediate family member, as defined below, shall be granted per year for critical illness/serious health condition, as defined in the Family Medical Leave Act of 1993:

"Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves:

- any period of incapacity or treatment connected with inpatient care (i.e., an overnight stay in a hospital, hospice, or residential medical care facility);
- any period of incapacity requiring absence of more than three calendar days from work, school, or other regular daily activities that also involves continuing treatment by (or under the supervision of) a health care provider; or

- continuing treatment by (or under the supervision of) a health care provider for a chronic or longterm health condition that is incurable or so serious that, if not treated, would likely result in a period of incapacity of more than three calendar days, and for prenatal care.

DEATH IN THE FAMILY: A maximum of four (4) days with pay per immediate family member shall be granted per year for death. For the purposes of this Agreement, family shall include parents, stepparents, spouse, brother, sister, son, daughter, stepson, stepdaughter, mother-in-law, father-in-law, daughter-in-law, son-in-law, grandparents and grandchildren. One day will be granted with pay to attend the funeral of a sister-in-law, brother-in-law, aunt or uncle. Additional funeral leave may be granted for special circumstances subject to the approval of the Superintendent.

ARTICLE XV RETIREMENT PAYMENT

- A. When a member of the Union hired before 7/1/17, retires from the Board of Education, a retirement payment shall be made as follows:

15 to 19 years of service in Monroe - payment upon retirement: \$1,400.

20 years or more of service in Monroe - payment upon retirement: \$2,000.

Under normal circumstances any member planning to retire at the end of the school year must inform the Board, in writing, by March 31st. An employee intending to retire mid-year must provide at least ninety (90) calendar days notice prior to the date of retirement. Upon mutual agreement of the Union and Superintendent an earlier separation may occur. Retirement payments may be deferred to July 1st for mid-year retirements.

- B. The Board shall pay upon retirement of any member hired before 7/1/17 up to 20 unused sick days, at the then current rate, in excess of 75 upon retirement after 15 years.

ARTICLE XVI COMPENSATION

- A. Paraeducators shall be paid according to Appendix B.
- B. If a paraeducator's requested change in position results in a change in grade level, the employee will be paid at the hourly rate of pay for the new grade level. (See Appendix B)
- C. All paraeducators will receive compensation by means of direct deposit. The Board will have no liability or cost for any malfunction of the process. There will be no cost to the employee for this method of payment.

ARTICLE XVII
EMPLOYEES PERSONNEL FOLDERS

- A. Annual evaluations signed by the employee and immediate supervisor shall be placed in the employee's personnel folder.
- B. Employees desiring to review their official personnel folders will be permitted to do so by making an appointment through their immediate supervisor.
- C. The employee will be afforded the opportunity to put on record any statement he/she wishes to make about information contained in the mentioned folders.
- D. All reports or written statements with respect to a bargaining unit member by a principal, teacher, or other school administrator, which are to be placed in the member's personnel file should be given to the bargaining unit member in copy form. To assure compliance with this section, principals, teachers, or other administrators will be instructed to furnish copies of such written statements to the bargaining unit member and bargaining unit members may, as provided above, review their official personnel file from time to time. As provided in Section C. above, the employee will be afforded the opportunity to put on record any statement he/she wishes to make about said written statement and such rebuttal shall be placed in the employee's official personnel file.
- E. The employee may make a copy of any material in his/her personnel folder.
- F. An employee may be accompanied by a Union representative when his/her file is reviewed.

ARTICLE XVIII
PROFESSIONAL DEVELOPMENT

- A. The Board will provide paid orientation and job training for new employees or for current employees with new job requirements.
- B. As part of the paraeducators standard work year, the Board shall provide three (3) days of workshops for the professional growth and development of all paraeducators and all paraeducators shall be required to attend such professional development. The schedule for such professional development days shall be released to the Union and all bargaining unit members when the school year calendar has been developed. Paraeducators are to be paid at their regular hourly rate for attendance at these workshops.
- C. All paraeducators will be paid to attend workshops outside of the school system or on teacher in-service days, when the workshops are determined by the immediate supervisor to be relevant to their job classification. Employees will be reimbursed for any associated fees.

ARTICLE XIX
ASSIGNMENT OF PARAEDUCATORS

- A. Whenever an assignment of a current paraeducator is altered in any way, or when a new paraeducator is hired, a letter stating the conditions of employment shall be forwarded to the Unit President and Union Representative.
- B. As of August 1st, a letter, through either the mail or as an email notice as specified by the paraeducator, will be provided, indicating the employee's school assignment, number of weekly hours and special education/general education assignment. As of August 15th of each year a letter of job assignment will be mailed or emailed (a copy to the union president) to each professional stating their building and general assignment

ARTICLE XX
JOB DESCRIPTIONS

- A. GRADE LEVEL DESCRIPTIONS: Descriptions of each grade level are presented in Appendix A.
- B. JOB DESCRIPTIONS: Descriptions of each job level are presented in Appendix F. The Administration, in consultation with the Unit President, may propose changes in job descriptions. It is understood that the Superintendent is to be the final authority on the contents of the job description.

ARTICLE XXI
INSURANCES

Full-time paraeducators working 30 hours per week or more:

Individual Medical, Dental and Vision	2017-20	
	Paid by BOE	Paid by Para
	86%	14%
	2020-21	
	Paid by BOE	Paid by Para
	85.5%	14.5%

Family Medical and Dental Coverage — The employee pays the amount of the individual premium contribution first and then is responsible for paying 40% of the difference between the full family premium and the full individual premium.

In the event of an emergency such as death/or layoff of spouse resulting in the involuntary loss of the existing and effective insurance coverage, then, upon presentation of proof, satisfactory to the Superintendent, the full time employee may elect coverage under the provisions above.

Part-time paraeducators working at least 20 hours but fewer than 30 hours per week shall pay the following contributions during the term of the Agreement:

	<u>Paid by BOE</u>	<u>Paid by Para</u>
Individual Medical, Dental and Vision	65%	35%
Difference between Individual and Family Medical, Dental and Vision	0%	100%

In the event of an emergency such as death or layoff of spouse resulting in the involuntary loss of then existing and effective insurance coverage, then, upon presentation of proof, satisfactory to the Superintendent, the part-time employee may elect coverage under the provisions above. There will be a sixty day waiting period before any new hires are enrolled in the benefits program.

A. Hospitalization and Medical -

A High Deductible Health Plan and a choice of either a Health Savings Account (hereinafter "NSA") or a Health Reimbursement Arrangement (hereinafter "HRA"), at the employee's option, as described in greater detail in the summary plan description that is attached as an Appendix, that satisfies the various requirements of Section 105 of the Internal Revenue Code and its interpretative regulations. The plan shall have a combined in network and out of network deductible of \$2,500 for single person coverage and a \$5,000 for a two or more person family coverage.

- Deductible Reimbursement - HRAs

For employees electing the HRA arrangement, the Board shall reimburse employees up to 50% of the annual deductible through the HRA.

- Deductible Contribution - HSAs

For employees electing the HSA arrangement, the Board shall contribute a total of 50% of the annual deductible, to be paid in two equal installments on the payroll following July 1st (if the employee is working in the summer, if not then the first payroll after school starts) and January 1st.

ii The Board shall have no obligation to fund any portion of the deductible amount for retired employees or other employees upon their separation from employment with the Board.

iii Preventive services utilizing an in network provider, where such preventive services are specified by the plan, will be covered in full and will not be subject to the deductible.

After meeting the annual deductible, members will pay an In-Network co-pay of \$5 for generic drugs, \$20 for listed brand name drugs and \$35 for non-listed brand name drugs. These prescriptions can be purchased by mail order at 1 times co-pay for a 90 day supply. There shall be an annual cap of \$1,500 for single coverage and \$3,000 for two person/family coverage.

v. Health Reimbursement Arrangement

The agreed upon funds to cover up to the Board's share of the deductible will be made available in full to the active employee in an account through an administrator for payment of medical and prescription deductible claims incurred through the Board's health plan on July 1st of each year of the contract.

vi. Health Savings Account Arrangement

For those employees who choose, and qualify for this option, the Board shall establish for each individual member of the plan a health savings account with a financial institution. Into each person's account the Board will deposit the applicable deductible contributions described above. These payments will be made in biannual installments on the first payroll following both July 1st (if the employee is working in the summer, if not then the first payroll after school starts) and January 1st of each contract year. The basic administrative expense to establish the health savings account shall be paid by the Board.

vii. State Mandates

Where a state mandate provides for benefits that are better than those described in this Agreement, such state mandate(s) shall control and supersede the applicable provision in this Agreement.

viii. Vision

The Board shall provide a vision plan, the schedule of benefit for which is set forth in summary below and explained in greater detail in the summary plan description attached as an Appendix. The Board retains the right to maintain separate vision benefits and network providers, from those vision benefits and network offered through the medical plan.

- Exams may be received one every 12 months
- One vision and eye health evaluation including but not limited to eye health examination, dilation, refraction and prescription for glasses
- This plan utilizes a specific network of vision providers, that can be different than those provided under the medical plan
- In Network Exam - \$0 copayment and paid in full
- Out of Network Exam - \$150 allowance

B. Dental - --Cigna Plan or Equivalent - Deductible rate - \$25 per individual; \$50 per family on a calendar year basis. No deductible on preventive treatment; co-insurance 100% preventive treatment, 85% basic treatment, 50% major treatment, and 50% orthodontic

treatment. Maximum - \$1,500 per calendar year on all basic treatments; \$1,000 Lifetime maximum per individual on orthodontics. Charges - all payments are made on a reasonable and customary basis.

C. Life Insurance and Accidental Death and Dismemberment Insurance - The Board shall provide the following term life insurance and accidental death and dismemberment (AD&D) benefits to each regular employee working 30 hours or greater:

- Term Life insurance in the amount of \$49,999
- Term AD&D insurance in the amount of \$49,999

The employee's benefits will reduce according to the standard carrier age reduction schedule commencing with the 65th birthday.

The Board shall provide the following term life insurance and accidental death and dismemberment (AD&D) benefits to each part time employee working 20 hours or more, but less than 30 hours:

- Term Life insurance in the amount of \$25,000
- Term AD&D insurance in the amount of \$25,000

The employee's benefits will reduce according to the standard carrier age reduction schedule commencing with the 65th birthday.

D. Long-Term Disability - A long-term disability insurance program (including as a covered item disability resulting from maternity related complications) which provides up to 60% of a disabled employee's income for up to a maximum of \$1,200 per month under the terms of the policy beginning after the 90th day of disability or the day after the disabled employee has exhausted his/her sick leave, whichever later occurs, and continuing to the end of the disability or to age 65, whichever occurs sooner. A long-term disability insurance program is also provided for those employees beyond the age of 65. The maximum benefit period will be on a sliding scale according to the terms of the disability insurance contract.

E. Selection of Insurance Carrier - The Board shall have the right to change and/or select insurance carriers other than those referred to herein or self-insure in whole or in part so long as the benefits available remain unchanged and the quality and efficiency of service will not be diminished. A grievance based on an alleged violation of this Article shall be introduced at the Board level (Level Three).

F. Terms and Conditions of Payment - The terms and conditions of the payment of all benefits payable under any policy shall be determined by the insuring company in accordance with the conditions specified in the policy.

G. Section 125 Plan - The Board shall maintain an I.R.C. Section 125 Salary Reduction Plan to facilitate tax deductibility of the premium cost share provision set forth in this Article.

H. Insurance Option Discussions - The parties mutually agree that if at any time during the life of the contract either the Board or the Union advises the other party about any state, federal or other insurance options that may be available, the parties shall have a dialogue concerning the same. However, such dialogue shall not be considered negotiations nor shall either party be forced to agree or resort to further proceedings including but not limited to mediation and/or interest arbitration.

I. Elimination of Practice - To the extent that the Monroe Board of Education has contributed towards the cost of health, dental and/or life insurance after the retirement of bargaining unit employees, or permitted such retired employees to participate in group health, dental and/or life insurance provided under this collective bargaining agreement, such practice shall cease for all employees hired after 6/30/17.

The parties have executed a MOU re: Post-Retirement Insurance, dated ~~August~~ ^{Oct} 10, 2017, that further explains the practice referred to in paragraph I.

ARTICLE XXII SICK LEAVE AND PHYSICAL EXAMINATION

- A. Eleven (11) days per year shall be granted as of July 1st of each fiscal year to all full-time and part-time employees, cumulative to 125 days. New employees hired at the start of the school year shall be credited with eleven (11) sick leave days. New employees hired during the school year shall receive a pro-rated amount of sick days based on their start date and the amount of time remaining in the school year. Paraeducators may use up to four (4) sick leave days per year with pay for illness of their child or spouse that is not FMLA qualifying. Said four (4) days are part of their current sick leave accumulation and shall be deducted from same upon use.
- B. The employee's Head Building Administrator and/or Superintendent may require an employee to present sufficient proof, including a doctors certificate, before returning to work after five (5) consecutive days absence, in which event the employee will be obligated to present such evidence and/or certificate. Similarly, the Superintendent may require the employee to undergo a physical examination by the Board's physician at the expense of the Board before returning to work. An employee may use his/her own doctor if he/she wishes but, in that event, the Board will only reimburse the employee up to \$75.00 for the cost of the physical examination.
- C. When the Board requires an employee to have a physical examination, such physical examination will be performed by a doctor designated by the Board and be at the Board's expense. An employee may use his/her own doctor if he/she wishes but, in that event, the Board will only reimburse up to \$75.00 for the cost of the physical examination.
- D. When an employee takes a sick day, this fact shall be reported to the Board's designee at least one-half hour before his/her starting time, if possible.
- E. 1. Sick Leave shall be granted due to temporary disabilities caused by or contributed to by pregnancy. Such temporary disabilities shall be subject to the approval of the Superintendent based upon verification by a physician.

2. Policies that relate to other temporary disabilities shall apply to temporary disabilities connected with pregnancy.
3. Pregnancy or childbirth shall not be the basis for termination of employment or compulsory resignation.

For the purposes of these standards, the term "temporary disabilities" shall be interpreted as being within the meaning of the term "sick" as used in Section G. of P.A. 73-647 of the Connecticut General Statute.

ARTICLE XXIII PERSONAL LEAVE WITH PAY

Personal Days - Three (3) non-cumulative days annually for the conduct of personal affairs which cannot normally be handled outside of school hours may be granted to each employee. Such days may not be used either immediately before or after school holidays or school vacations unless approved in writing by the Superintendent. Employees must give the Board's designee a reasonable notice, no less than forty-eight (48) hours, when they wish to take a personal leave day. Requests for personal days shall be made through the AESOP system and are subject to approval by the Board's designees, provided, however, that any timely request shall not be unreasonably denied. Part-time employees shall receive two (2) personal days.

ARTICLE XXIV LEAVES WITHOUT PAY

- A. Leaves of absence without pay may be granted by the Superintendent for a limited, definite period not to exceed one (1) year for the following reasons:
 1. For health reasons, upon continued advice of physician.
 2. For other personal reasons subject to the review and recommendation of the Superintendent.
 3. Extreme personal hardship, such as illness of spouse or legal dependents.
 4. Education.
 5. Child rearing.
- B. Application for such leave of absence must be made in writing, stating the reason for the request and the length of time desired. A leave of absence expires automatically at the date of expiration approved for the leave. If an extension is required, it must be approved by the Superintendent.
- C. It is expected that, as far as possible, a leave will be arranged so as to begin or end at the close of the school year.
- D. Accumulated seniority shall not be lost during the leave of absence.

- E. During a leave of absence, a substitute will be hired at Step I of the appropriate grade level to replace the paraeducator going on leave.

A paraeducator returning from a leave of absence will return to their former position. If the former position has been eliminated, the paraeducator returning from a leave of absence will replace the least senior paraeducator in the same grade level, providing the returning paraeducator has more seniority than the person being replaced.

- F. The employee shall, if he/she so desires, receive insurance benefits at group rates paid for by the employee while he/she is on leave of absence.

ARTICLE XXV WORKERS' COMPENSATION

ACCIDENT BENEFITS

When an employee is absent from work as a result of personal injury caused by an accident or assault on the job, he/she shall be paid the difference between Workers' Compensation and his/her full salary up to a period of six (6) months, not to be deducted from sick leave or personal time.

ARTICLE XXVI HOLIDAYS

- A. All employees shall receive the following paid holidays upon the completion of one full year of employment:

AFTER ONE FULL YEAR

Thanksgiving Day	Labor Day
Christmas Day	Martin Luther King Day
New Year's Day	
Good Friday	
Memorial Day	
Columbus Day	
President's Day	
Friday after Thanksgiving	
Christmas Eve Day	
Veteran's Day	

- B. If school is in session on any of the holidays listed or if there is a failure to observe said holiday, the employee will receive an alternate day off or pay in lieu of a day off.
- C. Payment for each holiday shall be included in the pay period in which it falls.
- D. Also included will be any additional legal or religious holidays established by the Board in a given school year. Such holidays (i.e., Yom Kippur) that may be included on a school

calendar for one school year may not be included in another school year calendar. The Union agrees that if said holidays are not included in the school calendar in a school year, they shall not be considered as paid legal or religious holidays.

ARTICLE XXVII
WORK WEEK

- A. The normal full-time position of a paraeducator shall be considered a six (6) hour day, thirty (30) hour week, exclusive of one-half hour unpaid duty-free lunch. If it is deemed that the responsibilities of a particular job classification require additional hours they may be assigned by mutual agreement between the Superintendent and the Union.
- B. The normal part-time position of a paraeducator shall be twelve (12) hours to fewer than thirty (30) hours per week.
- C. The standard number of working days of the paraeducators shall coincide with the number of days that school is in session. Exceptions will be made by mutual consent between the Paraeducator Union and the Administration.
- D. All paraeducators shall be entitled to a daily 15 minute break.

ARTICLE XXVIII
NON-DISCRIMINATION PROVISION

The parties agree that there shall be no coercion, intimidation or discrimination by either the Board or the Association because of race, color, age, sex, creed, religion, national origin, political affiliation, physical handicap, marital status, or membership in the Union.

ARTICLE XXIX
EMPLOYEE PROTECTION

The Board will protect and save harmless any member of the Unit from any financial loss and expense including legal fees and costs arising out of any claims, demand, suit or judgment as provided by Connecticut General Statutes, Section 10-235 (as amended from time to time).

ARTICLE XXX
UNION BUSINESS

- A. Union business of an urgent nature may be conducted by Union officials during the course of the working day only with the approval of the Superintendent or his/her designee.
- B. It is also agreed that if grievance sessions take place during work hours, the Union's Grievance Committee shall suffer no loss of pay.

ARTICLE XXXI
EMPLOYMENT INFORMATION

A. The Superintendent shall make available to the Union each year by August 31, a full list of employees in the bargaining unit, showing their date of employment, title of position, hourly rate of pay, number of hours per week, number of days per year, grade level and step. Within fourteen (14) days after a new employee has been placed on the payroll, the Superintendent shall apprise the Union, in writing, of the name, title of position, hourly rate of pay, number of hours per week, number of days per year, grade level, step and date of hire of such new employee.

B. A copy of the Collective Bargaining Agreement is available on the district's website. The district shall make certain that a copy of the Collective Bargaining Agreement remains available on the district's website.

The district shall grant paraeducators access to a district computer in the computer labs during non-work hours (up to 1/2 hour before and 1/2 hour after school hours) in order to access viewing of the Collective Bargaining Agreement, provided the computer lab is not in use.

ARTICLE XXXII
UNION SECURITY/DUES AND FEES

A. All employees in the Unit who become members on the effective date of this Agreement, or who become members after that date, shall, as a condition of continued employment, pay monthly dues to United Public Service Employees Union.

B. All employees in the Unit who are not Union members on the effective date of this Agreement or who resign from Union membership shall, as a condition of continued employment, pay United Public Service Employees Union each month a service charge as a contribution toward the cost of administering and negotiating this Agreement and servicing of grievance provisions. Objection to this section by any non-union member may be appealed in writing to United Public Service Employees Union for review.

C. The provisions of Section A and B above shall be in effect only so long as United Public Service Employees Union is the sole and exclusive representative for the employees covered by this Agreement.

D. Dues Check Off —Upon receipt of individual written authorization from bargaining unit members, the Board agrees to deduct Union dues or the Board agrees to deduct a service fee and remit no later than five (5) business days following the issuance date of the check from which the deductions were made to the Union.

E. The Union shall indemnify and save the Board harmless against any and all claims demands, suits or other forms of liability including reasonable attorneys' fees that shall arise out of or by reason of action taken or not taken by the Board for the purpose of complying with the provisions of this Article, or in reliance of any list, notice or assignment furnished under any such provisions.

- F. The Union shall advise the Administration, in writing by August 15 of each year, the amount of individual dues or agency fees to be deducted monthly.

ARTICLE XXXIII
MANAGEMENT RIGHTS

- A. The Union recognizes that the rights of the Board include but are not limited to the following: the right to manage its operations, to direct and control the work force, including the right to appoint, allocate, assign and transfer personnel within grade level; determine the standards of selection for employment, relieve its employees from duty because of a lack of work or for other legitimate reasons; to establish work rules and regulations; to utilize fully its work force and equipment; to maintain discipline and operational efficiency; to discipline and discharge employees; to determine the means, methods, process, materials, procedures and schedules of operation and the personnel by which said operations are to be conducted; and all other rights possessed by the Board prior to July 1, 1990, except as expressly limited or restricted by the specific terms of this Agreement.
- B. No individual employee in the bargaining unit or representative, agent or employee of the Board may enter into any separate agreement or understanding which will be inconsistent with the terms of this Agreement. Any such separate inconsistent agreement will not be binding upon the parties hereto, unless expressly adopted in writing and mutually agreed upon between the Board and the Union.

ARTICLE XXXIV
MISCELLANEOUS

- A. Employees who are authorized to use their own car in the performance of Board of Education business shall be reimbursed at the IRS rate for such travel.
- B. The Union may use school copying machines for Union business. Cost will be provided by the Union.
- C. Paraeducators will receive copies of all notices which are sent to the entire paraeducator staff.
- D. Any decision reached by mutual agreement as set forth in the contract will be put in writing within ten days; be signed by the Superintendent or his designee, the Unit President, and a representative of the Union; and be made an addendum to the contract.
- E. Grade 2 Paraeducators covering for lunch and other breaks for Grade 1 Paraeducators shall receive a maximum of a \$1.00 differential for the approximate one (1) hour period of time covered, provided the Grade 2 Paraeducator covers for at least one-half (½) hour.
- F. The Board shall provide and pay for "para-pro" training for all existing employees as of July 1, 2014.

ARTICLE XXXV
SAVINGS CLAUSE

In the event any Article, Section or portion thereof of this Agreement is declared invalid by a tribunal or court of competent jurisdiction, the remainder of this Agreement shall remain valid and in full force. The parties agree that within the (10) days after any portion of this Agreement has been declared invalid by a tribunal or court of competent jurisdiction, the parties shall meet for the purpose of negotiating a substitute for the portion(s) ruled to be invalid.

ARTICLE XXXVI
NEGOTIATIONS

Term - This Agreement shall be for the term commencing July 1, 2017 and ending June 30, 2021.


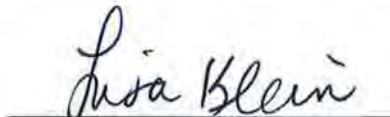
ARTICLE XXXVII
SIGNATURE BLOCK

IN WITNESS WHEREOF, the parties hereunto set their hands and seals on this
16 day of October, 2017.

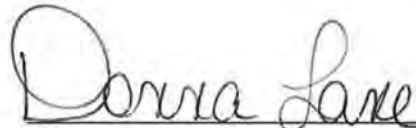
UNITED PUBLIC SERVICE EMPLOYEES
UNION, MONROE PARAEDUCATORS
UNIT



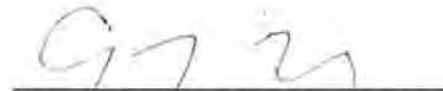
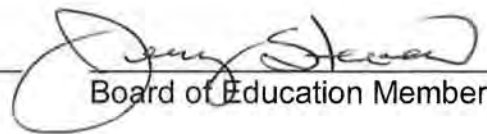
UPSEU President Kevin Boyle


Unit Co-President
UPSEU Co-President
Negotiating Team Member
Negotiating Team Member
Negotiating Team Member
Negotiating Team Member

MONROE BOARD OF EDUCATION



Chairperson, Board of Education


Secretary, Board of Education
Board of Education Member
Board of Education Member

APPENDIX A

GRADE LEVEL DESCRIPTIONS

Through 6/30/18:

GRADE ONE: Title: Supervisory Instructional Aide
Qualifications: High School Diploma

Instructional paraeducational positions of a supervisory nature requiring only limited supervision by certified staff in the implementation of students' remedial instructional programs. Positions requiring special skills for the performance of requisite duties in special programs such as multi-challenged, work program, preschool and adjusted curriculum. An individual shall meet the state required minimum qualifications (certification) for such position.

GRADE TWO: Title: Instructional Aide; Clerical Aide;
Student Supervision Aide
Qualifications: High School Diploma

(1) Instructional paraeducational positions in which student instruction is under the direct guidance of a certified staff member; or (2) clerical aides, requiring basic clerical skills, in positions such as office aides, attendance aides or substitute control aides; or (3) large group supervisory aides involving management of students in positions such as playground aides, cafeteria aides, or school bus aides. An individual shall meet the state required minimum qualifications (certification) for such position.

After 6/30/18: All paraeducators will be Grade One, with the exception of lunch/recess paraeducators.

APPENDIX B
SALARY SCHEDULE

2016-17 Grade 1		2017-18 Grade 1 2.45%		2018-19 Grade 1 2.45%		2019-20 Grade 1 2.50%		2020-21 Grade 1 2.50%	
Step 1	14.82	Step 1	15.45	Step 1	16.09	Step 1	16.77	Step 1	17.49
Step 2	15.08	Step 2	15.71	Step 2	16.36	Step 2	17.06	Step 2	17.79
Step 3	15.33	Step 3	15.97	Step 3	16.65	Step 3	17.35	Step 3	18.11
Step 4	15.59	Step 4	16.25	Step 4	16.93	Step 4	17.67	Step 4	18.73
Step 5	15.86	Step 5	16.52	Step 5	17.24	Step 5	18.27	Step 5	19.05
Step 6	16.13	Step 6	16.82	Step 6	17.82	Step 6	18.58	Step 6	19.65
Step 7	16.42	Step 7	17.40	Step 7	18.13	Off Grid	19.17	Off Grid	23.52
Step 8	16.98	Step 8	17.70	Off Grid	18.70	Off Grid	22.95		
Step 9	17.27			Off Grid	22.39				
Off Grid	21.33	Off Grid	21.85						
Grade 2		Grade 2		Grade 2 - Lunch/Recess Para only		Grade 2 - Lunch/Recess Para only		Grade 2 - Lunch/Recess Para only	
Step 1	13.87	Step 1	14.45	Step 1	15.05	Step 1	15.69	Step 1	16.35
Step 2	14.10	Step 2	14.69	Step 2	15.30	Step 2	15.96	Step 2	16.64
Step 3	14.34	Step 3	14.94	Step 3	15.57	Step 3	16.24	Step 3	16.92
Step 4	14.58	Step 4	15.19	Step 4	15.84	Step 4	16.51	Step 4	17.51
Step 5	14.83	Step 5	15.46	Step 5	16.11	Step 5	17.09	Step 5	17.81
Step 6	15.09	Step 6	15.72	Step 6	16.67	Step 6	17.38		
Step 7	15.34	Step 7	16.27	Step 7	16.96				
Step 8	15.88	Step 8	16.55						
Step 9	16.15	Step 9	18.25						
Off Grid	17.82	Off Grid							

Preschool paraeducators whose assignment as such is more than 50% will receive a fifty cents per hour differential

1. Each paraeducator shall advance one step annually with the understanding that due to the collapsing of the wage grid, the number of the step that they are on will remain the same each year, and steps are not equivalent to years of service. Employees "on grid" who are at, or reach, the maximum step on grid shall remain at maximum step.
2. Those paraeducators who are "off grid" as indicated by Step 13 shall be red-circled and receive the compensation described above.
3. The starting salary for all new employees shall be at Step 1 of the appropriate grade level as indicated above on Grid 2.

APPENDIX C -INTENTIONALLY LEFT BLANK

APPENDIX D -INSURANCE SUMMARY PLAN DESCRIPTIONS

(See next page)

SUMMARY OF BENEFITS



Cigna Health and Life Insurance Co.
For - Monroe Board of Education
Open Access Plus Plan

Selection of a Primary Care Provider - your plan may require or allow the designation of a primary care provider. You have the right to designate any primary care provider who participates in the network and who is available to accept you or your family members. If your plan requires designation of a primary care provider, Cigna may designate one for you until you make this designation. For information on how to select a primary care provider, and for a list of the participating primary care providers, visit www.mycigna.com or contact customer service at the phone number listed on the back of your ID card. For children, you may designate a pediatrician as the primary care provider.

Direct Access to Obstetricians and Gynecologists - You do not need prior authorization from the plan or from any other person (including a primary care provider) in order to obtain access to obstetrical or gynecological care from a health care professional in our network who specializes in obstetrics or gynecology. The health care professional, however, may be required to comply with certain procedures, including obtaining prior authorization for certain services, following a pre-approved treatment plan, or procedures for making referrals. For a list of participating health care professionals who specialize in obstetrics or gynecology, visit www.mycigna.com or contact customer service at the phone number listed on the back of your ID card.

Plan Highlights	In-Network	Out-of-Network
Lifetime Maximum	Unlimited	Unlimited
Coinsurance	Your plan pays 100%	Your plan pays 70%
Maximum Reimbursable Charge	Not Applicable	200%
Contract Year Deductible	Individual: \$2,500 Family: \$5,000	Individual: \$2,500 Family: \$5,000
<ul style="list-style-type: none"> The amount you pay for all covered expenses counts toward both your in-network and out-of-network deductibles. After each eligible family member meets his or her individual deductible, covered expenses for that family member will be paid based on the coinsurance level specified by the plan. Or, after the family deductible has been met, covered expenses for each eligible family member will be paid based on the coinsurance level specified by the plan. This plan includes a combined Medical/Pharmacy plan deductible. Retail and home delivery Pharmacy costs contribute to the combined Medical/Pharmacy deductible. 		
Note: Services where plan deductible applies are noted with a caret (^)		

7/1/2017

ASO

Open Access Plus - Coinsurance Paraeducators 7/1/17 Alternativa - 5636972. Version# 7

Plan Highlights	In-Network	Out-of-Network
Contract Year Out-of-Pocket Maximum	Individual: \$4,000 Family: \$6,850	Individual: \$4,000 Family: \$8,000
<ul style="list-style-type: none"> The amount you pay for all covered expenses counts toward both your in-network and out-of-network out-of-pocket maximums. Plan deductible contributes towards your out-of-pocket maximum. All copays and benefit deductibles contribute towards your out-of-pocket maximum. Mental Health and Substance Use Disorder covered expenses contribute towards your out-of-pocket maximum. After each eligible family member meets his or her individual out-of-pocket maximum, the plan will pay 100% of their covered expenses. Or, after the family out-of-pocket maximum has been met, the plan will pay 100% of each eligible family member's covered expenses. This plan includes a combined Medical/Pharmacy out-of-pocket maximum. Retail and home delivery Pharmacy costs contribute to the combined Medical/Pharmacy out-of-pocket. 		
Benefit	In-Network	Out-of-Network
Note: Services where plan deductible applies are noted with a caret (^)		
Physician Services		
Physician Office Visit * All services including Lab & X-ray	Your plan pays 100% ^	Your plan pays 70% ^
Surgery Performed In Physician's Office	Your plan pays 100% ^	Your plan pays 70% ^
Allergy Treatment/Injections	Your plan pays 100% ^	Your plan pays 70% ^
Allergy Serum Dispensed by the physician in the office	Your plan pays 100% ^	Your plan pays 70% ^
Preventive Care		
Preventive Care	Your plan pays 100%	Your plan pays 70% ^
<ul style="list-style-type: none"> Includes well-baby, well-child, well-woman and adult preventive care Includes coverage of additional services, such as urinalysis, EKG, and other laboratory tests, supplementing the standard Preventive Care benefit. 		
Immunizations	Your plan pays 100%	Your plan pays 70% ^
Mammogram, PAP, and PSA Tests	Your plan pays 100%	Your plan pays 70% ^
<ul style="list-style-type: none"> Coverage includes the associated Preventive Outpatient Professional Services. Diagnostic-related services are covered at the same level of benefits as other x-ray and lab services, based on place of service. 		
Inpatient		
Inpatient Hospital Facility	Your plan pays 100% ^	Your plan pays 70% ^
Semi-Private Room: In-Network: Limited to the semi-private negotiated rate / Out-of-Network: Limited to semi-private rate Private Room: In-Network: Limited to the semi-private negotiated rate / Out-of-Network: Limited to semi-private rate Special Care Units (Intensive Care Unit (ICU), Critical Care Unit (CCU)): In-Network: Limited to the negotiated rate / Out-of-Network: Limited to ICU/CCU daily room rate		
Inpatient Hospital Physician's Visit/Consultation	Your plan pays 100% ^	Your plan pays 70% ^
Inpatient Professional Services * For services performed by Surgeons, Radiologists, Pathologists and Anesthesiologists	Your plan pays 100% ^	Your plan pays 70% ^

7/1/2017

ASO

Open Access Plus - Coinsurance Paraeducators 7/1/17 Alternative - 5636972. Version# 7

Benefit	In-Network	Out-of-Network
Note: Services where plan deductible applies are noted with a caret (^)		
Outpatient		
Outpatient Facility Services	Your plan pays 100% ^	Your plan pays 70% ^
Outpatient Professional Services		
<ul style="list-style-type: none"> For services performed by Surgeons, Radiologists, Pathologists and Anesthesiologists 	Your plan pays 100% ^	Your plan pays 70% ^
Short-Term Rehabilitation		
Contract Year Maximums:		
<ul style="list-style-type: none"> Pulmonary Rehabilitation, Cognitive Therapy, Physical Therapy, Speech Therapy, Occupational Therapy - 45 days Chiropractic Care - 45 days 	Your plan pays 100% ^	Your plan pays 70% ^
Note: Therapy days, provided as part of an approved Home Health Care Plan, accumulate to the applicable outpatient short term rehab therapy maximum. Speech, Physical and Occupational Therapy for Autism Spectrum Disorder is Unlimited.		
Short-Term Rehabilitation		
Contract Year Maximums:		
<ul style="list-style-type: none"> Cardiac Rehabilitation - 36 days 	Your plan pays 100% ^	Your plan pays 70% ^
Other Health Care Facilities/Services		
Home Health Care		
(includes outpatient private duty nursing subject to medical necessity)		
<ul style="list-style-type: none"> 100 days maximum per Contract Year 16 hour maximum per day 	Your plan pays 100% ^	Your plan pays 70% ^
Skilled Nursing Facility, Rehabilitation Hospital, Sub-Acute Facility		
<ul style="list-style-type: none"> 90 days maximum per Contract Year 	Your plan pays 100% ^	Your plan pays 70% ^
Durable Medical Equipment		
<ul style="list-style-type: none"> Unlimited maximum per Contract Year 	Your plan pays 100% ^	Your plan pays 70% ^
Breast Feeding Equipment and Supplies		
<ul style="list-style-type: none"> Limited to the rental of one breast pump per birth as ordered or prescribed by a physician. Includes related supplies 	Your plan pays 100%	Your plan pays 70% ^
External Prosthetic Appliances (EPA)		
<ul style="list-style-type: none"> Unlimited maximum per Contract Year 	Your plan pays 100% ^	Your plan pays 70% ^
Orthotics		
<ul style="list-style-type: none"> Includes foot orthotics, custom arch supports and molded shoes 	Your plan pays 100% ^	Your plan pays 70% ^

7/1/2017

ASQ

Open Access Plus - Coinsurance Paraeducators 7/1/17 Alternative - 5636972. Version# 7

Benefit		In-Network	Out-of-Network					
Note: Services where plan deductible applies are noted with a caret (^)								
Nutritional Supplements								
• Covers Nutritional Formulas for amino acid modified preparations and low protein modified food products only		Your plan pays 100% ^	Your plan pays 70% ^					
Routine Foot Disorders		Not Covered	Not Covered					
Note: Services associated with foot care for diabetes and peripheral vascular disease are covered when medically necessary.								
Acupuncture								
• 20 days maximum per Contract Year		Your plan pays 100% ^	Your plan pays 70% ^					
Hearing Exams		Your plan pays 100% ^	Your plan pays 70% ^					
Hearing Aids								
• For children age 12 and under		Your plan pays 100% ^	Your plan pays 70% ^					
Wigs		Your plan pays 100% ^	Your plan pays 70% ^					
Place of Service - your plan pays based on where you receive services								
Note: Services where plan deductible applies are noted with a caret (^)								
Benefit	Physician's Office		Independent Lab		Emergency Room/ Urgent Care Facility		Outpatient Facility	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Lab and X-ray	Plan pays 100%	Plan pays 70%	Plan pays 100%	Plan pays 70%	Plan pays 100% ^		Plan pays 100%	Plan pays 70%
Advanced Radiology Imaging	Plan pays 100%	Plan pays 70%	Not Applicable	Not Applicable	Plan pays 100% ^		Plan pays 100%	Plan pays 70%
Advanced Radiology imaging (ARI) includes MRI, MRA, CAT Scan, PET Scan, etc...								
Note: All lab and x-ray services, including ARI, provided at Inpatient Hospital are covered under Inpatient Hospital benefit								
Benefit	Emergency Room / Urgent Care Facility		Outpatient Professional Services		*Ambulance			
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network		
Emergency Care	Plan pays 100% ^		Plan pays 100% ^		Plan pays 100% ^			
Urgent Care	Plan pays 100% ^		Plan pays 100% ^		Not Applicable			
*Ambulance services used as non-emergency transportation (e.g., transportation from hospital back home) generally are not covered.								
Benefit	Inpatient Hospital and Other Health Care Facilities		Outpatient Services					
	In-Network	Out-of-Network	In-Network		Out-of-Network			
Hospice	Plan pays 100% ^		Plan pays 70% ^		Plan pays 100% ^		Plan pays 70% ^	
Bereavement Counseling	Plan pays 100% ^		Plan pays 70% ^		Plan pays 100% ^		Plan pays 70% ^	
Note: Services provided as part of Hospice Care Program								
Note: Services where plan deductible applies are noted with a caret (^)								

7/1/2017

ASO

Open Access Plus - Coinsurance Paraeducators 7/1/17 Alternative - 5636972. Version# 7

Benefit	Initial Visit to Confirm Pregnancy		Global Maternity Fee (All Subsequent Prenatal Visits, Postnatal Visits and Physician's Delivery Charges)		Office Visits in Addition to Global Maternity Fee (Performed by OB/GYN or Specialist)		Delivery - Facility (Inpatient Hospital, Birthing Center)	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Maternity	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Covered same as plan's Inpatient Hospital benefit	Covered same as plan's Inpatient Hospital benefit

Note: Services where plan deductible applies are noted with a caret (^a)

Benefit	Physician's Office		Inpatient Facility		Outpatient Facility		Inpatient Professional Services		Outpatient Professional Services	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Abortion (Elective and non-elective procedures)	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a
Family Planning - Men's Services	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a
Includes surgical services, such as vasectomy (excludes reversals)										
Family Planning - Women's Services	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a
Includes surgical services, such as tubal ligation (excludes reversals) Contraceptive devices as ordered or prescribed by a physician.										
Infertility	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a
Infertility covered services: lab and radiology test, counseling, surgical treatment, includes artificial insemination, in-vitro fertilization, GIFT, ZIFT, etc. Unlimited lifetime maximum										
TMJ - Limited to Diagnosis Only	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a	Plan pays 100% ^a	Plan pays 70% ^a

Note: Services where plan deductible applies are noted with a caret (^a)

7/1/2017

ASO

Open Access Plus - Coinsurance Paraeducators 7/1/17 Alternative - 5636972, Version# 7

Benefit	Inpatient Hospital Facility			Inpatient Professional Services		
	Lifesource Facility In-Network	Non-Lifesource Facility In-Network	Out-of-Network	Lifesource Facility In-Network	Non-Lifesource Facility In-Network	Out-of-Network
Organ Transplants	Plan pays 100% ^	Plan pays 100% ^	Not Covered	Plan pays 100% ^	Plan pays 100% ^	Not Covered

- Travel Maximum - Lifesource Facility: In-Network; \$10,000 maximum per Transplant

Note: Services where plan deductible applies are noted with a caret (^)

Benefit	Inpatient		Outpatient - Physician's Office		Outpatient - All Other Services	
	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network
Mental Health	Plan pays 100% ^	Plan pays 70% ^	Plan pays 100% ^	Plan pays 70% ^	Plan pays 100% ^	Plan pays 70% ^
Substance Use Disorder	Plan pays 100% ^	Plan pays 70% ^	Plan pays 100% ^	Plan pays 70% ^	Plan pays 100% ^	Plan pays 70% ^

Note: Services where plan deductible applies are noted with a caret (^)

Note: Detox is covered under medical

- Unlimited maximum per Contract Year
- Services are paid at 100% after you reach your out-of-pocket maximum.
- Inpatient includes Residential Treatment.
- Outpatient includes partial hospitalization and individual, intensive outpatient and group therapy.

Mental Health and Substance Use Disorder Services

Mental Health/Substance Use Disorder Utilization Review, Case Management and Programs

Cigna Total Behavioral Health - Inpatient and Outpatient Management

- Inpatient utilization review and case management
- Outpatient utilization review and case management
- Partial Hospitalization
- Intensive outpatient programs
- Changing Lives by Integrating Mind and Body Program
- Lifestyle Management Programs: Stress Management, Tobacco Cessation and Weight Management.
- Narcotic Therapy Management
- Complex Psychiatric Case Management

7/1/2017

ASO

Open Access Plus - Coinsurance Paraeducators 7/1/17 Alternative - 5636972, Version# 7

Pharmacy	In-Network	Out-of-Network
Cigna Pharmacy three-tier copay plan <ul style="list-style-type: none"> Retail drugs may be obtained In-Network at a wide range of pharmacies across the nation. Patient is responsible for the applicable copay based upon the tier of the dispensed medication. Your pharmacy benefits have a combined out-of-pocket maximum with the medical/behavioral benefits. Self Administered injectable drugs are covered Oral contraceptives included Includes oral contraceptives - with specific products covered 100% Oral Fertility drugs included Insulin, glucose test strips, lancets, insulin needles & syringes, insulin pens and cartridges included 	Retail - 30 day supply Generic: You pay \$5^ Preferred Brand: You pay \$20^ Non-Preferred Brand: You pay \$35 ^ Home delivery - 90 day supply Generic: You pay \$5^ Preferred Brand: You pay \$20^ Non-Preferred Brand: You pay \$35^	Retail You pay 30% Your plan pays 70% Home Delivery Not Covered
Pharmacy Program Information		
Pharmacy Clinical Management and Prior Authorization <ul style="list-style-type: none"> Your plan is subject to refill-too-soon and other clinical edits as well as prior authorization requirements. Plan exclusion edits are always included. Additional clinical management - Basic package - provides a limited set of clinical edits such as prior authorization, age edits and quantity limits for a specific list of prescription medications. 		
Prescription Drug List: <ul style="list-style-type: none"> Your Cigna Standard Prescription Drug List includes a full range of drugs including all those required under applicable health care laws. To check which drugs are included in your plan, please log on to myCigna.com. 		
Specialty Pharmacy Management: <ul style="list-style-type: none"> Clinical Programs <ul style="list-style-type: none"> Prior authorization is required on specialty medications but quantity limits may apply. Theracare® Program Medication Access Option <ul style="list-style-type: none"> Retail and/or Home Delivery 		
Additional Information		
Case Management Coordinated by Cigna HealthCare. This is a service designated to provide assistance to a patient who is at risk of developing medical complexities or for whom a health incident has precipitated a need for rehabilitation or additional health care support. The program strives to attain a balance between quality and cost effective care while maximizing the patient's quality of life.		

7/1/2017

ASO

Open Access Plus - CoinsuranceParaeducators7/1/17 Alternative - 5636972, Version# 7

7 of 12

©Cigna 2016

Additional Information

Maximum Reimbursable Charge

Out-of-Network services are subject to a Contract Year deductible and maximum reimbursable charge limitations. Payments made to health care professionals not participating in Cigna's network are determined based on the lesser of: the health care professional's normal charge for a similar service or supply, or a percentage (200%) of a fee schedule developed by Cigna that is based on a methodology similar to one used by Medicare to determine the allowable fee for the same or similar service in a geographic area. In some cases, the Medicare based fee schedule is not used, and the maximum reimbursable charge for covered services is determined based on the lesser of: the health care professional's normal charge for a similar service or supply, or the amount charged for that service by 80% of the health care professionals in the geographic area where it is received. The health care professional may bill the customer the difference between the health care professional's normal charge and the Maximum Reimbursable Charge as determined by the benefit plan, in addition to applicable deductibles, co-payments and coinsurance.

Multiple Surgical Reduction

Multiple surgeries performed during one operating session result in payment reduction of 50% to the surgery of lesser charge. The most expensive procedure is paid as any other surgery.

Pre-Certification - Continued Stay Review - PHS+ Inpatient - required for all inpatient admissions

In Network: Coordinated by your physician

Out-of-Network: Customer is responsible for contacting Cigna Healthcare. Subject to penalty/reduction or denial for non-compliance.

- The lesser of 50% or \$500 penalty applied to hospital inpatient charges for failure to contact Cigna Healthcare to precertify admission.
- The lesser of 50% or \$500 for any admission reviewed by Cigna Healthcare and not certified.
- The lesser of 50% or \$500 for any additional days not certified by Cigna Healthcare.

Pre-Certification - Continued Stay Review - PHS+ Outpatient Prior Authorization - required for selected outpatient procedures and diagnostic testing

In Network: Coordinated by your physician

Out-of-Network: Customer is responsible for contacting Cigna Healthcare. Subject to penalty/reduction or denial for non-compliance.

- The lesser of 50% or \$500 penalty applied to outpatient procedures/diagnostic testing charges for failure to contact Cigna Healthcare and to precertify admission.
- The lesser of 50% or \$500 for any outpatient procedures/diagnostic testing reviewed by Cigna Healthcare and not certified.

Pre-Existing Condition Limitation (PCL) does not apply.

7/1/2017

ASO

Open Access Plus - Coinsurance Paraeducators 7/1/17 Alternative - 5636972, Version# 7

Additional Information

Your Health First - 200

Individuals with one or more of the chronic conditions, identified on the right, may be eligible to receive the following type of support:

- Condition Management
- Medication adherence
- Risk factor management
- Lifestyle issues
- Health & Wellness issues
- Pre/post-admission
- Treatment decision support
- Gaps in care

Holistic health support for the following chronic health conditions:

- Heart Disease
- Coronary Artery Disease
- Angina
- Congestive Heart Failure
- Acute Myocardial Infarction
- Peripheral Arterial Disease
- Asthma
- Chronic Obstructive Pulmonary Disease (Emphysema and Chronic Bronchitis)
- Diabetes Type 1
- Diabetes Type 2
- Metabolic Syndrome/Weight Complications
- Osteoarthritis
- Low Back Pain
- Anxiety
- Bipolar Disorder
- Depression

Definitions

Coinsurance - After you've reached your deductible, you and your plan share some of your medical costs. The portion of covered expenses you are responsible for is called Coinsurance.

Copay - A flat fee you pay for certain covered services such as doctor's visits or prescriptions.

Deductible - A flat dollar amount you must pay out of your own pocket before your plan begins to pay for covered services.

Out-of-Pocket Maximum - Specific limits for the total amount you will pay out of your own pocket before your plan coinsurance percentage no longer applies. Once you meet these maximums, your plan then pays 100 percent of the "Maximum Reimbursable Charges" or negotiated fees for covered services.

Prescription Drug List - The list of prescription brand and generic drugs covered by your pharmacy plan.

Transition of Care - Provides in-network health coverage to new customers when the customer's doctor is not part of the Cigna network and there are approved clinical reasons why the customer should continue to see the same doctor.

Exclusions

What's Not Covered (not all-inclusive):

Your plan provides for most medically necessary services. The complete list of exclusions is provided in your Certificate or Summary Plan Description. To the extent there may be differences, the terms of the Certificate or Summary Plan Description control. Examples of things your plan does not cover, unless required by law or covered under the pharmacy benefit, include (but aren't limited to):

- Care for health conditions that are required by state or local law to be treated in a public facility.
- Care required by state or federal law to be supplied by a public school system or school district.
- Care for military service disabilities treatable through governmental services if you are legally entitled to such treatment and facilities are reasonably available.
- Treatment of an Injury or Sickness which is due to war, declared, or undeclared, riot or insurrection.

7/1/2017

ASO

Open Access Plus - Coinsurance Paraeducators 7/1/17 Alternative - 5636972, Version# 7

Exclusions

- Charges which you are not obligated to pay or for which you are not billed or for which you would not have been billed except that they were covered under this plan. For example, if Cigna determines that a provider is or has waived, reduced, or forgiven any portion of its charges and/or any portion of copayment, deductible, and/or coinsurance amount(s) you are required to pay for a Covered Service (as shown on the Schedule) without Cigna's express consent, then Cigna in its sole discretion shall have the right to deny the payment of benefits in connection with the Covered Service, or reduce the benefits in proportion to the amount of the copayment, deductible, and/or coinsurance amounts waived, forgiven or reduced, regardless of whether the provider represents that you remain responsible for any amounts that your plan does not cover. In the exercise of that discretion, Cigna shall have the right to require you to provide proof sufficient to Cigna that you have made your required cost share payment(s) prior to the payment of any benefits by Cigna. This exclusion includes, but is not limited to, charges of a Non-Participating Provider who has agreed to charge you or charged you at an in-network benefits level or some other benefits level not otherwise applicable to the services received.
- Charges arising out of or related to any violation of a healthcare-related state or federal law or which themselves are a violation of a healthcare-related state or federal law.
- Assistance in the activities of daily living, including but not limited to eating, bathing, dressing or other Custodial Services or self-care activities, homemaker services and services primarily for rest, domiciliary or convalescent care.
- For or in connection with experimental, investigational or unproven services.
- Experimental, investigational and unproven services are medical, surgical, diagnostic, psychiatric, substance use disorder or other health care technologies, supplies, treatments, procedures, drug therapies or devices that are determined by the utilization review Physician to be:
 - o Not demonstrated, through existing peer-reviewed, evidence-based, scientific literature to be safe and effective for treating or diagnosing the condition or sickness for which its use is proposed;
 - o Not approved by the U.S. Food and Drug Administration (FDA) or other appropriate regulatory agency to be lawfully marketed for the proposed use;
 - o The subject of review or approval by an Institutional Review Board for the proposed use except as provided in the "Clinical Trials" section of this plan; or
 - o The subject of an ongoing phase I, II or III clinical trial, except for routine patient care costs related to qualified clinical trials as provided in the "Clinical Trials" section(s) of this plan.
- Cosmetic surgery and therapies. Cosmetic surgery or therapy is defined as surgery or therapy performed to improve or alter appearance.
- The following services are excluded from coverage regardless of clinical indications: Acupuncture; Craniosacral/cranial therapy; Dance therapy; Movement therapy; Applied kinesiology; Rolling and Extracorporeal shock wave lithotripsy (ESWL) for musculoskeletal and orthopedic conditions.
- Dental treatment of the teeth, gums or structures directly supporting the teeth, including dental X-rays, examinations, repairs, orthodontics, periodontics, casts, splints and services for dental malocclusion, for any condition. Charges made for services or supplies provided for or in connection with an accidental injury to sound natural teeth are covered provided a continuous course of dental treatment is started within six months of an accident. Sound natural teeth are defined as natural teeth that are free of active clinical decay, have at least 50% bony support and are functional in the arch.
- For medical and surgical services, initial and repeat, intended for the treatment or control of obesity including clinically severe (morbid) obesity, including: medical and surgical services to alter appearances or physical changes that are the result of any surgery performed for the management of obesity or clinically severe (morbid) obesity; and weight loss programs or treatments, whether prescribed or recommended by a Physician or under medical supervision.
- Unless otherwise covered in this plan, for reports, evaluations, physical examinations, or hospitalization not required for health reasons including, but not limited to, employment, insurance or government licenses, and court-ordered, forensic or custodial evaluations.
- Court-ordered treatment or hospitalization, unless such treatment is prescribed by a Physician and listed as covered in this plan.
- Medical and Hospital care and costs for the infant child of a Dependent, unless this infant child is otherwise eligible under this plan.
- Nonmedical counseling or ancillary services, including but not limited to Custodial Services, education, training, vocational rehabilitation, behavioral training, biofeedback, neurofeedback, hypnosis, sleep therapy, employment counseling, back school, return to work services, work hardening programs, driving safety, and services, training, educational therapy or other nonmedical ancillary services for learning disabilities, developmental delays, autism (except as

7/1/2017

ASO

Open Access Plus - Coinsurance Paraeducators 7/1/17 Alternative - 5636972. Version# 7

Exclusions

may otherwise be covered under the plan) or mental retardation.

- Therapy or treatment intended primarily to improve or maintain general physical condition or for the purpose of enhancing job, school, athletic or recreational performance, including but not limited to routine, long term, or maintenance care which is provided after the resolution of the acute medical problem and when significant therapeutic improvement is not expected.
- Consumable medical supplies other than ostomy supplies and urinary catheters. Excluded supplies include, but are not limited to bandages and other disposable medical supplies, skin preparations and test strips, except as specified in the "Home Health Services" or "Breast Reconstruction and Breast Prostheses" sections of this plan.
- Private Hospital rooms and/or private duty nursing except as provided under the Home Health Services provision.
- Personal or comfort items such as personal care kits provided on admission to a Hospital, television, telephone, newborn infant photographs, complimentary meals, birth announcements, and other articles which are not for the specific treatment of an Injury or Sickness.
- Artificial aids including, but not limited to, corrective orthopedic shoes, arch supports, elastic stockings, garter belts, corsets, dentures.
- Aids or devices that assist with nonverbal communications, including but not limited to communication boards, prerecorded speech devices, laptop computers, desktop computers, Personal Digital Assistants (PDAs), Braille typewriters, visual alert systems for the deaf and memory books.
- Eyeglass lenses and frames and contact lenses (except for the first pair of contact lenses for treatment of keratoconus or post cataract surgery).
- Routine refractions, eye exercises and surgical treatment for the correction of a refractive error, including radial keratotomy.
- All non-injectable prescription drugs, injectable prescription drugs that do not require Physician supervision and are typically considered self-administered drugs, nonprescription drugs, and investigational and experimental drugs, except as provided in this plan.
- Routine foot care, including the paring and removing of corns and calluses or trimming of nails. However, services associated with foot care for diabetes and peripheral vascular disease are covered when Medically Necessary.
- Membership costs or fees associated with health clubs, weight loss programs and smoking cessation programs.
- Genetic screening or pre-implantations genetic screening. General population-based genetic screening is a testing method performed in the absence of any symptoms or any significant, proven risk factors for genetically linked inheritable disease.
- Dental implants for any condition.
- Fees associated with the collection or donation of blood or blood products, except for autologous donation in anticipation of scheduled services where in the utilization review Physician's opinion the likelihood of excess blood loss is such that transfusion is an expected adjunct to surgery.
- Blood administration for the purpose of general improvement in physical condition.
- Cost of biologicals that are immunizations or medications for the purpose of travel, or to protect against occupational hazards and risks.
- Cosmetics, dietary supplements and health and beauty aids.
- All nutritional supplements and formulae except for infant formula needed for the treatment of inborn errors of metabolism.
- Medical treatment for a person age 65 or older, who is covered under this plan as a retiree, or their Dependent, when payment is denied by the Medicare plan because treatment was received from a nonparticipating provider.
- Medical treatment when payment is denied by a Primary Plan because treatment was received from a nonparticipating provider.
- For or in connection with an Injury or Sickness arising out of, or in the course of, any employment for wage or profit.
- Charges for the delivery of medical and health-related services via telecommunications technologies, including telephone and internet, unless provided as specifically described under the benefit section.
- Massage therapy.

7/1/2017

ASO

Open Access Plus - CoinsuranceParaeucalors7/1/17 Alternative - 5636972. Version# 7

These are only the highlights

This summary outlines the highlights of your plan. For a complete list of both covered and not covered services, including benefits required by your state, see your employer's insurance certificate or summary plan description -- the official plan documents. If there are any differences between this summary and the plan documents, the information in the plan documents takes precedence. This summary provides additional information not provided in the Summary of Benefits and Coverage document required by the Federal Government.

All Cigna products and services are provided exclusively by or through operating subsidiaries of Cigna Corporation, including Cigna Health and Life Insurance Company, Connecticut General Life Insurance Company, Cigna Behavioral Health, Inc., Tel-Drug, Inc., Tel-Drug of Pennsylvania, L.L.C., and HMO or service company subsidiaries of Cigna Health Corporation. "Cigna Home Delivery Pharmacy" refers to Tel-Drug, Inc. and Tel-Drug of Pennsylvania, L.L.C. The Cigna name, logo, and other Cigna marks are owned by Cigna Intellectual Property, Inc.

EHB State: CT

7/1/2017

ASO

Open Access Plus - Coinsurance Paid educators 7/1/17 Alternative - 5636972. Version# 7

12 of 12

©Cigna 2016

APPENDIX E

Guidelines for Transfer or Reassignment of Paraeducators

Grade One

30 Hours or Greater:

1. The paraeducator is entitled to an open, 30 hours or greater, Grade 1 or 2 position.
2. If no position is open, the para will be entitled to the least senior, 30 hours or greater, Grade 1 or 2 position.

20 Hours to Fewer Than 30 Hours:

1. The paraeducator is entitled to an open, 20 to fewer than 30 hours, Grade 1 or 2 position.
2. If no position is open, the para will be entitled to the least senior, 20 to fewer than 30 hours, Grade 1 or 2 position.

Fewer Than 20 Hours:

1. The paraeducator is entitled to an open, fewer than 20 hours, Grade 1 or 2 position.
2. If no position is open, the para will be entitled to the least senior, fewer than 20 hours, Grade 1 or 2 position.

All movements will be at step.

Grade Two

30 Hours or Greater:

1. The paraeducator is entitled to an open, 30 hours or greater, Grade 2 position.
2. If no position is open, the para will be entitled to the least senior, 30 hours or greater, Grade 2 position.

20 Hours to Fewer Than 30 Hours:

1. The paraeducator is entitled to an open, 20 to fewer than 30 hours, Grade 2 position.
2. If no position is open, the para will be entitled to the least senior, 20 to fewer than 30 hours, Grade 2 position.

Fewer Than 20 Hours:

1. The paraeducator is entitled to an open, fewer than 20 hours, Grade 2 position.
2. If no position is open, the para will be entitled to the least senior, fewer than 20 hours, Grade 2 position.

The paraeducator's salary will be frozen until the salary of the new grade level is greater than the current salary.

After 6/30/18: All paraeducators will be Grade One, with the exception of lunch/recess paraeducators.

**MEMORANDUM OF UNDERSTANDING
RE: POST-RETIREMENT INSURANCE
BETWEEN
MONROE BOARD OF EDUCATION
AND
MONROE BOARD OF EDUCATION PARAEDUCATORS, UNIT 39**

The parties agree that for purposes of interpreting CBA Article XXI, I, the attached documents describe the benefits.

Donna Lane
Monroe Board of Education

Date: 9/5/17

[Signature]
UPSEU

Date: 10/9/17

RULE OF 75

Insurance for the employee and spouse would be paid up to a maximum of \$200 per month for an employee retired after qualifying for the rule of 75. The actual calculation would be done based on actual age in years and months plus actual service in years and months equal to 75 years. In no case would the years of service be less than 10 years or the age less than 55 years to be eligible for this benefit. The balance of the coverage would be at the expense of the employee.

Age 55 with 20 Years of Service

Age 56 with 19 Years of Service

Age 57 with 18 Years of Service

Age 58 with 17 Years of Service

Age 59 with 16 Years of Service

Age 60 with 15 Years of Service

Age 61 with 14 Years of Service

Age 62 with 13 Years of Service

Age 63 with 12 Years of Service

Age 64 with 11 Years of Service

Age 65 with 10 Years of Service

Over 65 - whenever 10 years of Service is attained

RULE OF 85

Insurance for the employee and spouse would be paid up to a maximum of \$300 per month for an employee retired after qualifying for the rule of 85. The actual calculation would be done based on actual age in years and months plus actual service in years and months equal to 85 years. In no case would years of service be less than 10 years or the age less than 55 years to be eligible for this benefit. The balance of the coverage would be at the expense of the employee.

Age 55 with 30 Years of Service
Age 56 with 29 Years of Service
Age 57 with 28 Years of Service
Age 58 with 27 Years of Service
Age 59 with 26 Years of Service
Age 60 with 25 Years of Service
Age 61 with 24 Years of Service
Age 62 with 23 Years of Service
Age 63 with 22 Years of Service
Age 64 with 21 Years of Service
Age 65 with 20 Years of Service
Age 66 with 19 Years of Service
Age 67 with 18 Years of Service
Age 68 with 17 Years of Service
Age 69 with 16 Years of Service
Age 70 with 15 Years of Service
Age 71 with 14 Years of Service
Age 72 with 13 Years of Service
Age 73 with 12 Years of Service
Age 74 with 11 Years of Service
Age 75 with 10 Years of Service
Over 75 - whenever 10 years of service is attained

Age 78 with 12 Years of Service

Age 79 with 11 Years of Service

Age 80 or over with 10 Years of Service

RETENTION OF EMPLOYEE LIFE INSURANCE AFTER RETIREMENT

As part of the medical insurance package, life insurance is retained in the amount of \$7,500.00. This insurance shall remain in force until the death of the employee, the cancellation of the medical insurance by the employee, or the non-payment of the premium by the employee.

This benefit is not available to the spouse of the employee.