

Concord School District  
**Special Board Meeting**  
June 11, 2020

Board President Jennifer Patterson called the meeting to order at 7:00 p.m. and read the following statement:

As President of the Concord School Board, I find that due to the State of Emergency declared by the Governor as a result of the Covid-19 pandemic and in accordance with the Governor's Emergency Order #12 pursuant to Executive Order 2020-04, this public body is authorized to meet electronically.

The business we intend to conduct today is necessary due to the need to consider approval of a tentative agreement with the Concord Educational Assistants Association (CEAA). This will include taking public comment by unmuting phone lines one by one during the public comment period. It would be helpful for those wishing to comment to indicate their names in the "comment" function of Microsoft Teams so we may call on you more easily. In accordance with Policy #136, public comments are limited to 5 minutes per person to allow all interested parties to comment.

We encourage the submission of comments via e-mail at: [concordinfo@sau8.org](mailto:concordinfo@sau8.org). Please note that there is no physical location to observe and listen contemporaneously to this meeting. However, in accordance with the Emergency Order, we are:

- a) Providing public access to the meeting by telephone, with additional access by other electronic means: we are utilizing *Microsoft Teams* for this meeting. All Board members have the ability to communicate contemporaneously through this platform, and the public has access to contemporaneously listen and, if necessary, participate in this meeting through dialing the following phone # (925) 391-1169, Conf ID: 271 425 49# # by clicking on the link provided on the [sau8.org](http://sau8.org) website. The meeting will be broadcast contemporaneously on ConcordTV's education channel, and a recording of the meeting will be posted on the ConcordTV website.
- b) Providing public notice of the necessary information for accessing the meeting: we previously gave notice to the public of the necessary information for accessing the meeting, including how to access the meeting using *Microsoft Teams* or telephonically. The meeting and pertinent instructions were posted on the District website, [sau8.org](http://sau8.org), more than 24 hours prior to the meeting, and are highlighted at the top of the website.
- c) Providing a mechanism for the public to alert the public body during the meeting if there are problems with access: if anybody has a problem, please call 603-513-9008.

All members will be participating remotely, and any votes that are taken during this meeting shall be done by roll call vote. When each member states their presence, please also state whether there is anyone in the room with you during this meeting, which is required under the Right-to-Know law.

**Board members present:** Gina Cannon, Tom Croteau, Barb Higgins, David Parker, Liza Poinier, Jim Richards, Danielle Smith, Jennifer Patterson

**Board members absent:** Chuck Crush

**Administrator present:** *Business Administrator* Jack Dunn

Ms. Patterson briefly reviewed the agenda, the presentation of the tentative collective bargaining agreement with Concord Educational Assistants Association (CEAA). She said the Negotiations Committee had met earlier in the week, and recommended that the Board approve this agreement.

Mr. Dunn noted that there are 181 members in this group, paid through federal grants and the general fund. They are organized into two groups: instructional assistants who work directly with students, and program assistants who work with students to some extent and also with staff to develop programs for special education students. He noted this group had been on a two-year cycle to differentiate themselves from other groups, but this is a three-year agreement. He said during the budget discussions, the Board had wanted to increase the wages of this group. He presented the highlights of the new master agreement, from 2020 to 2023

**Wages (Year 1) – budget estimate**

- Step 1 (bottom step) from \$14.20/hr. to \$16.00/hr. (**Instructional Assistants**)
- Step 11 (top step) from \$20.23/hr. to \$20.80/hr.
- Step 1 (bottom step) from \$16.23/hr. to \$18.00/hr. (**Program Assistants**)
- Step 11 (top step) from \$22.36/hr. to \$23.40/hr.

<b>YEAR 1: BUDGET IMPACT ESTIMATE</b>	
<p><b>CEAA List 01/24/2020 at FY19-20 step and rate</b>            \$4,513,102.54 Wages            345,252.41 FICA            173,905.63 NHRS  <b>\$5,032,260.58 Total FY19-20</b></p> <p><b>Proposed schedule &amp; RBT applied to CEAA list 01/24/2020</b>            \$4,834,696.25 Wages            369,854.23 FICA            184,029.65 NHRS  <b>\$5,388,580.13 Total Proposed</b></p> <p><b>Cost of proposed increase to 01/24/2020 list</b>            \$321,593.71 Wages            24,601.82 FICA            10,124.02 NHRS  <b>\$359,319.55 Total impact to 01/24/2020 list</b></p>	<p><b>Budget for CEAA increases</b>            \$180,000.00 Wages            10,850.00 FICA            20,106.00 NHRS  <b>\$210,956.00 Total budgeted for increases</b></p> <p><b>Budget shortfall using 01/24/2020 list</b>            \$(141,593.71) Wages            (13,751.82) FICA            9,981.98 NHRS  <b>\$(145,363.55) Budget shortfall using 01/24/2020 list</b></p>

Year 2: 1.75%

Year 3: 1.75%

The percentage increases among steps has been reduced.

**Health Insurance** – keep District/employee contributions as is for 3 years of agreement. Single plan only

**RBT stipend** – increase from \$0.30/hr. to \$0.60/hr.

**Sick day payout** – increase payments by \$15 per day

10-15 years of service: From \$75 to \$90 per day

16-20 years of service: From \$85 to \$100 per day

21+ years of service: From \$95 to \$110 per day

Language was added: to be eligible for this benefit, a two-week notice must be provided.

The amount of time paid for opening day training was increased from 3 hours to 6 hours

It was agreed that a committee would be formed to review time and equipment needed for the performance of non-student-contact duties.

- 1.) Upon successful completion of the probationary period, members will receive four (4) sick days. Current provision calls for thirty (30) hours.
- 2.) Removed/deleted all language as it pertains to “Non-Instructional Assistants” and the Cadillac Tax.

Mr. Dunn noted that the agreement was “front-loaded” by shrinking steps; for example, some groups going from one year to the next could be 4%, which might have nothing to do with increasing the base rate. In shrinking the steps, the base rate would be truer than what is built in. More was given in the first year, then there were smaller increases going forward: Years 2 and 3 would be a 1.75% increase.

Contributions for medical insurance were kept the same for the three-year agreement. He said that if an employee was with the District before year X, the District pays 95% of medical; if here before year Y, the District pays 85% of medical. Each year, the amounts get closer to what the taxpayers actually pay for District employee health insurance. He noted that there had been some discussion about making more than a single plan available. He said a 2-person plan would represent \$900,000 in the budget; a family plan would be over \$7 million (for the entire group).

The RBT stipend (certification) was increased; 20-30 EAs get behavioral technician training. In the past there was no stipend; the stipend was 30 cents/hour in the last contract and 60 cents/hour in this contract.

Sick day payout was increased by \$15 and employees could accrue up to 90 days.

He noted that the time to be on hand before opening day was increased to six hours. With Title IX and anti-discrimination training, EAs would be paid if they attend the training.

He said a need for equipment and time to be able to process Medicaid-eligible students was identified, with dates that need to be achieved. There was a need to meet and lay out guidelines. With grant funding, the District would be able to provide some educational assistants with devices.

Changes were also made to the probationary period: four sick “days” would now be provided (an equity issue related to whether one worked a 3.5-hour or 6-hour day). A “sick day” for a 3.5-hour-person would be 3.5 hours; a “sick day” for a 6-hour-person would be 6 hours.

Language about “non-instructional assistant” and Cadillac tax language, which was part of ACA that had been eliminated, was removed.

Ms. Patterson recognized and thanked the administrative negotiating team: Mr. Dunn, Larry Prince, and Donna Palley, noting that it was a fair agreement. She said the Board does want to recognize and honor what the educational assistants bring to the District. Jim Richards stated that he was on the Negotiations Committee, and thanked both sides which worked very hard on the agreement. He said he was particularly in favor of more competitive starting salary to attract the best people possible, and pointed out those with RBT training were beneficial to District and, more importantly, valuable to students. Tom Croteau said he hoped it would help fill in some staffing gaps.

#### Public comment

There was no public comment.

**The Board voted 8-0 by roll call (Gina Cannon, Tom Croteau, Barb Higgins, David Parker, Jennifer Patterson Liza Poinier, Jim Richards, Danielle Smith voted aye) to approve the tentative contract with CEAA (motioned by Ms. Higgins, seconded by Mr. Croteau).**

It was noted that Board members had discussed a response to the recent “Black Lives Matter” protests. A letter will go out to the public tomorrow.

#### Adjournment

**The Board voted 8-0 to adjourn (motioned by Mr. Parker, seconded by Ms. Higgins).**

The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Barb Higgins, *Secretary*  
Linden Jackett, *Recorder*