

Unit A MOA Appendix of CBA proposed changes/updates

1. **Appendix A** - defines the COLA
2. **Article 10 TRANSFERS, REDUCTION IN FORCE & RECALL** - language updated to be in line with M.G.L.
3. **Article 12 - NON-TEACHING/ADDITIONAL RESPONSIBILITIES** - updated to include time during convocation to complete the mandatory trainings. Also, change of 3 hours for evidence to 2 hours for evidence for evaluation
4. **Article 13 - VACANCIES IN POSITIONS** - updated to add a provision to create a joint committee to look at incentives for hard to fill positions
5. **Article 14 - WORKLOAD** - removal of the elementary evening conference. Also, defines length of workday at all levels to be 7 hours beginning 2019-20 school year. Defines meeting length to be 45 min beyond the student dismissal procedure.
6. **Article 23 - DEPARTMENT HEADS** - clarifies language around teaching periods. Also clarifies additional days as needed and how many based on number in department.
7. **Article 25 - SPECIALISTS AND SPECIAL PROGRAMS** - adds a provision to create a joint committee to review caseloads. Also adds a provision allowing for a member to meet with Superintendent or designee to discuss caseload issues
8. **Article 29 - TEMPORARY LEAVES OF ABSENCE** - removal of part C, Paternity Leave. New language in Article 33
9. **Article 30 - SICK LEAVE** - district may ask for a doctor's note for absences beyond 3 days. Details about appearance of a pattern could lead to investigation of sick leave abuse and also allows for the district to ask for a doctor's note if sick before a long weekend or holiday
10. **Article 33 - MATERNITY LEAVE OF ABSENCE** - becomes PARENTAL Leaves of Absence. Clarifies length of absence from qualifying event, clarifies the use of accrued sick days. Also, includes language that if both parents in the unit work in district they split the benefit. Also added a provision reminding members of FMLA if needed for additional benefits
11. **Article 34 - ADOPTION** - this article will be removed since this is addressed in Article 33. In final CBA, articles after 34 will be renumbered
12. **Article 35 - IN-SERVICE PROGRAM** - #1 in this article will be removed and addressed in a new article.
13. **Article 46 - PRESIDENT OF THE FRAMINGHAM TEACHERS ASSOCIATION** - this article will increase the percent split cost of a replacement unit A member.
14. **Article 50 - ORDERLY RETIREMENT INCENTIVE PLAN** - clarifying edits and a reduction of number of sick days in excess from 17 to 10.
15. **Article 53 - TUITION REIMBURSEMENT** - completely new language which allows for all members to receive a max of \$1000, but no funds will be reimbursed until after May 1; any member who submitted before May 1 will receive an equal percent of their submissions for reimbursement
16. **Article 54 - CLASSROOM SUPPLIES** - Funds remain FIFO but receipts due by April 1 to the office of Business Operations
17. **Appendix A - SALARY SCHEDULE** - more clarification is added regarding pay cycles

Unit A MOA Appendix of CBA proposed changes/updates

18. **New Article** - defines salary credit opportunities. Also details about a member teaching an extension course and stipend
19. **SPECIFIC REQUIREMENTS** - removal of the principal's recommendation to move from level 1 to level 2. Course approvals only needed for final course that qualifies member for step changes. COLA detailed.
20. **NEW LANGUAGE** - add Masters +45 and a Masters +75 steps for the 2020-21 school year
21. **NEW LANGUAGE** - course approval no longer needed for courses to move lanes
22. **SUPERMAX** - redefine and add a supermax; new contract will have 4 supermax steps
23. Salary schedules included for 2018-19, 2019-20, 2020-21
24. Stipend grid with added stipends/updated stipends
25. Updates to Appendix E language around evaluation training
26. Updates to evaluation timeline
27. New rubric overviews

**FRAMINGHAM SCHOOL COMMITTEE
AND
FRAMINGHAM TEACHERS ASSOCIATION**

MEMORANDUM OF AGREEMENT

This **MEMORANDUM OF AGREEMENT** is entered into by and between the Framingham School Committee ("Committee") and the Framingham Teachers Association, Unit A ("Association").

WHEREAS, the Committee and the Association are parties to a Collective Bargaining Agreement for the period of September 1, 2015 through and including August 31, 2018; and,

WHEREAS, the duly-authorized representatives of the Committee and the duly authorized representatives of the Association have met, pursuant to Massachusetts General Laws, Chapter 150E, to negotiate a successor agreement; and

WHEREAS, said representatives of the Committee and the Association have, subject to ratification by the membership of the Committee and the Association, agreed to a successor agreement for the period of September 1, 2018 through and including August 31, 2021;

NOW, THEREFORE, in consideration of mutual promises and covenants set forth herein, the Parties hereto agree as follows:

Changes appear in bold and underlined.

1. Prior Agreement

The Collective Bargaining Agreement in effect for the period September 1, 2015 through and including August 31, 2018, shall be in full force and effect for the period September 1, 2018 through and including August 31, 2021, except as modified by this **MEMORANDUM OF AGREEMENT**.

2. APPENDIX A - SALARY SCHEDULE

2018-19 Increase steps and lanes 1.5%
2019-20 Increase steps and lanes 3.5%
2020-21 Increase steps and lanes 1.65%

3. ARTICLE 10 - TRANSFERS, REDUCTION IN FORCE, AND RECALL, B. Reduction in Force

1. No teacher with professional teacher status shall be laid off pursuant to a reduction in force or reorganization if there is a teacher without such status for whose position the covered employee is currently certified. In the event it

becomes necessary for the Framingham Public Schools to reduce the number of employees in the bargaining unit because of financial limitations, decrease in pupil enrollment, changes in curriculum, or reorganization, etc., the procedures set forth in this Article will govern the layoff and recall of employees who are affected by such reduction.

2. ~~In the event a reduction of teachers in a discipline is necessary or occurs, the least senior teacher in that discipline will be affected (displaced). No teacher with professional teacher status shall be displaced by a more senior teacher with such status unless the more senior teacher is currently qualified pursuant to chapter 71 section thirty-eight G for the junior teacher's position. No employee with professional status shall be laid off if there is a non-professional status teacher whose position such teacher with professional status is qualified to fill. Qualified shall mean certified by the Department of Elementary and Secondary Education.~~

3. For the purposes of complying with M.G.L. 71, s. 42 as amended by St. 2012, c. 131, s.3 and as these new statutory amendments are effective September 1, 2016, if layoffs are determined to be necessary by the Superintendent., they shall be conducted in the manner described below. Prior to implementing a layoff or Reduction in Force, the Superintendent shall:

- A. Meet and discuss their intentions with the Association; and
- B. Meet with affected employee(s) and a Union representative chosen by the employee(s) to discuss how the decision was made.

4. Layoffs shall be conducted within targeted disciplines based on the members' job performance and the best interests of the students. A targeted discipline for the purpose of this section is the area of certification in which members are teaching and for which a layoff is contemplated. A member's job performance and the best interests of the students shall be defined as the member's past summative overall evaluation ratings as compared to other members' past summative overall evaluation ratings in the discipline targeted to be reduced. Summative ratings of Proficient and Exemplary are considered equal and valued the highest. As such, teachers with such ratings shall be more qualified than members with a summative rating of "Needs Improvement", who, in turn, shall be considered more qualified than the members with a summative rating of "Unsatisfactory". If two or more members are considered equally qualified, the least senior member(s) shall be displaced based on seniority.

5. The number of summative evaluations compared will include all those evaluations written for teachers during the time equal to the most recently hired professional status teacher in the targeted discipline, but not to exceed six (6) years and excluding the most recent summative evaluation that is to be determined for the year of the reduction. If there is a tie using the above criteria, the tie shall be broken by seniority, with the least senior teacher in the discipline

targeted laid off first.

6. A member with PTS, with a proficient or exemplary summative rating, reached for lay-off in a specific discipline may bump the least senior member in another discipline for which the senior member is qualified using the criteria established above.

7. 3. For the purpose of this section, a teacher who holds a General Certification, or K-8 Certification shall be considered to be qualified only in those disciplines ~~he/she they has~~ **have** performed for a period of two **(2)** years or more in the last five **(5)**. Teachers with Elementary, "Grandfather," or General Certification teaching in Grades 7-8 shall be considered as having taught **K1-6** for the purpose of paragraph **B24** above.

8. 4. Teachers who are to be laid off due to a reduction in staff must be notified in writing no later than June 15 of the school year preceding the year in which the reduction will take effect, where practicable and possible. The parties acknowledge that for positions funded by outside sources, funding levels might not be confirmed until July or August. Layoff notices related to a reduction in these outside funds will be sent as soon as possible after the levels of funding have been confirmed **following the same process noted above.**

9. 5. The Committee agrees to provide the Association, in order to discharge its obligation as the exclusive bargaining agent, all information to which it is entitled as the collective bargaining representative (agent) for the purpose of determining whether or not there has been compliance with the layoff procedures.

10. The parties agree that should M.G.L. 71, s. 42 as amended by St. 2012, c. 131, s.3 be repealed or otherwise change, the language in this section reverts to the prior language contained in the 2015 through 2018 Collective Bargaining Agreement unless the statute or the law states otherwise.

4. ARTICLE 12 - NON-TEACHING/ADDITIONAL RESPONSIBILITIES/DUTIES

MANDATORY TRAINING- We recognize that there is specific training that is required every year. In recent years, that information has been delivered electronically with the expectation that staff will read and sign off on having completed the training. There has been an inconsistent practice in how building principals have provided staff with the time to review the material.

E. The Committee shall provide one (1) hour of time to review and complete electronically the mandatory trainings during the three (3) hours dedicated to Convocation, but the number of hours for evidence collection is reduced from three (3) hours to two (2) hours in the Appendix E: Framingham Evaluation Instrument. The Office of Human Resources will arrange for all new employees hired after the first day of school to complete said mandatory trainings within thirty (30) calendar days.

5. ARTICLE 13 - VACANCIES IN POSITION

E. A joint committee of designees of the Association and the Committee shall be established in the 2018-2019 school year to examine possible incentives for hard-to-fill positions, and a report shall be completed by June 1, 2019 with recommendations to be made by November 1, 2019.

6. ARTICLE 14 – WORKLOAD

I. Elementary classroom teachers, the inclusion model classroom team members, and ESL teachers will participate in two (2) evening parent conferences per academic year. One half unrestricted compensation day will be awarded for attending the fall evening conference and one half unrestricted compensation day will be awarded for attending the spring evening conference. The aforementioned unrestricted compensation day is not required to be used within that academic year and will be converted into a personal day and carried over to the next academic year if not used. The Principal has the discretion to encourage and approve other Unit A members of the staff to attend the evening parent conference. All attending Unit A members will be compensated as noted herein.

I. Effective the first day of the 2019-2020 school year, each member's workday shall be seven (7) hours per day, provided that on Fridays and/or the days before holidays members may leave when school-wide dismissal procedures are concluded. Consequently, fifteen (15) additional instructional minutes will be added at the elementary school, and five (5) additional minutes will be added to the high school. There shall be no after school mandatory meetings on Fridays and/or on the day(s) before holiday(s). Staff meetings shall take place once a month and last no more than forty-five (45) minutes in length. If a said meeting takes place before the member's day begins, on that day members can leave after school-wide student dismissal duties are concluded. In cases where said meetings occur after school, said meetings shall begin after the school-wide student dismissal procedures have concluded. Staff meetings shall be scheduled by end of the 2018-2019 school year, and for each subsequent school year, prior to the conclusion of school and provided to the staff in advance.

7. ARTICLE 23 – DEPARTMENT HEADS

A. For Department Heads who supervise and evaluate, teaching assignments shall not exceed:

<u># of Teachers</u>	<u>Teaching Assignments</u>
<u>1-8</u>	<u>4 periods or 0.8 FTE</u>
<u>9-15</u>	<u>3 periods or 0.6 FTE</u>
<u>16+</u>	<u>2 periods or 0.4 FTE</u>

If Department Heads do not supervise and evaluate, their teaching assignments shall not exceed four (4) periods or 0.8.

- E. Effective September 1, 2008, a Department Head may be required to work up to five (5) additional days at the request of the Superintendent. In addition to these aforementioned days, a Department Head with supervision and evaluation responsibilities may seek prior approval from the Superintendent to work additional days as follows:

<u># of Teachers</u>	<u># of Additional Days That Can Be Requested</u>
<u>1-8</u>	<u>1 day</u>
<u>9-15</u>	<u>2 days</u>
<u>16+</u>	<u>3 days</u>

The specific days to be worked shall be subject to the mutual agreement of the parties. The Department Head shall receive ~~his/her~~ their per diem rate of pay based on the sum of the salary and the department head stipend for each day worked.

8. ARTICLE 25 - SPECIALISTS AND SPECIAL PROGRAMS

G. A joint committee of designees of the Association and the Committee shall be established to study the caseload/workload of Special Education teachers, Speech-Language Pathologists, Social Workers, Psychologists, Guidance Counselors, Nurses and others. A report that establishes a study of the workload shall be completed by June 1, 2019 with recommendations to be made by November 1, 2019. Recommendations will be considered in the 2020-2021 school year.

H. Any member can request and be granted a meeting with the Superintendent of Schools and/or their designee to seek possible solutions for an unbalanced caseload.

9. ARTICLE 29 – TEMPORARY LEAVES OF ABSENCE, C. Paternity Leave Delete. New language included in Article 33.

10. ARTICLE 30 - SICK LEAVE

G. In the event that illness of an employee extends ~~beyond the period of five (5) beyond three (3)~~ consecutive school days, the Superintendent of Schools ~~and/or their designee~~ may require a doctor's certificate as to the nature of the illness, the condition of the employee, and the ability of the employee to resume work.

I. The appearance of a pattern of abuse and/or the use of ten (10) or more sick days in a school year may lead to an investigation for possible abuse of sick time. Abuse of sick leave can lead to disciplinary action.

J. In the event an employee's sick day abuts a holiday and/or long weekend, the Superintendent of Schools and/or their designee may require a doctor's note.

11. ARTICLE 33 - MATERNITY PARENTAL LEAVE OF ABSENCE

A. General. Any teacher may apply for a parental leave of absence. An employee shall be granted an absence from employment for the purpose of maternity parental leave, which shall include leave for the purpose of giving birth to and/or receiving a newly born infant or for the placement of a child under the age of 18, or under the age of 23 if the child is disabled, for adoption, surrogacy, or foster or court ordered placement.

The following shall apply:

1. The employee ~~shall~~ may take a leave of absence of forty (40) consecutive work days or the remainder of the school year, whichever comes first, which shall include the date of delivery or termination of pregnancy and/or receiving of a child through adoption, surrogacy, or foster or court ordered placement, provided that in the case of adoption, surrogacy, or foster or court ordered placement an employee may use up to five (5) of these days prior to the aforementioned date. The following do not count as work days: holidays, weekends, school cancellations and school breaks during the school year. The employee shall notify the Office of Human Resources in writing if this is the option ~~she is they are~~ electing at least two (2) ~~months~~ weeks prior to the anticipated departure.
2. The employee shall return to work on the first day of the school year following the delivery or termination of pregnancy ~~except if the delivery occurs or the pregnancy is terminated and/or receiving of a child through adoption, surrogacy, or foster or court ordered placement.~~ In addition, if the aforementioned occurs during the summer break, the employee can elect to return on the first day of the school year one (1) full school year following the event or take a leave of absence up to and including the number of consecutive work days needed to reach the equivalent 40 week days from the event. For example, if the qualifying event occurs 17 weekdays prior to the first teacher work day of the academic year, then the employee can elect to take a leave of absence of up to and including 23 consecutive work days. If the employee elects to return one (1) full school year following the event, the employee shall notify the Office of Human Resources in writing if this is the option ~~she is they are~~ electing at least two (2) months prior to the anticipated departure.
3. A second consecutive school year's leave of absence for the same pregnancy and/or receiving of a child through adoption, surrogacy, or foster or court ordered

placement shall be granted, provided the teacher makes such request by the March 1 preceding the school year for which the leave is requested.

4. Seniority will be maintained but not accrued during any total period of continuous **maternity or pregnancy parental** leave in excess of twelve calendar months if due to the same pregnancy **and/or receiving of a child through adoption, surrogacy, or foster or court ordered placement.**

B. Sick Leave. An employee on **maternity parental** leave, upon written request, shall be entitled to utilize accrued sick leave subject to the following conditions:

1. Accrued sick leave may only be utilized for up to and including forty (40) consecutive work days for employees whose full time equivalency is 1.0. **It is understood that the forty (40) consecutive work days shall not extend over summer break and into fall with the exception as noted in A2 above.**
2. Payment of sick leave, as aforementioned, shall be made on the days on which the employee would have been paid had **she they** been working. **Use of such** accrued sick leave for employees whose full time equivalency is less than 1.0 will be prorated based upon their full time equivalency. **Use of** such accrued sick leave shall in no way result in said employee receiving more than a total of forty (40) consecutive work days of paid **maternity parental** leave.

C. Rights. The School Committee shall not be required to restore an employee on **maternity parental** leave to **her their** previous or similar position if other employees of equal length of service credit and status in the same or similar position have been laid off due to economic conditions or other changes in operating conditions affecting employment during the period of such **maternity parental** leave; provided, however, that such employee on **maternity parental** leave shall retain any preferential consideration for another position to which **she they** may be entitled as of the date of **her their** leave.

D. Insurance. **Teachers shall have the option to continue such insurance benefits as they might indicate, individually assuming the costs of such programs during the period of unpaid leave subject to the terms of the insurance contract between the School Department and the insurance carrier, provided such premiums are paid when billed by the City of Framingham Human Resources, payable to the City of Framingham. Any unused accumulated sick leave will be retained, but no additional sick leave will be accrued until return to service.**

E. Medical. The **Director Office** of Human Resources may require a teacher **who is a birth parent** to provide a note from their medical provider that **she is they are** physically able to resume **her their** work before returning to work.

F. **The provisions of this Article shall be limited to one (1) parent if both parents are bargaining unit employees. It is understood that the parents may decide to divide the aforementioned benefit not to exceed a total of forty (40) consecutive work days of accrued sick time.**

G. Employees may be eligible for additional benefits under the Family Medical Leave Act (FMLA) as well as the law of the Commonwealth of Massachusetts.

12. **ARTICLE 34 – ADOPTION** Delete and *re-number* articles, moving forward.
(New language included in Article 33)

13. **ARTICLE 35 – IN-SERVICE PROGRAM**

~~1. All possible use will be made of the talents and services of the professional staff in the school in-service program.~~

14. **ARTICLE 46) - PRESIDENT OF FRAMINGHAM TEACHERS ASSOCIATION**

The role of the President of the Association will constitute no more than a total of 1.0 FTE. The President(s) of the Association shall be relieved of his/her their full-time responsibilities for the purpose of conducting Association business. The President(s) shall maintain a full salary as specified by the Salary Schedule.

Effective the 2018-2019 school year, the district shall be responsible for 75% of the cost of a replacement of a Unit A member(s), and the Association shall be responsible for the remaining 25% of the cost of a replacement of a Unit A member(s), up to a salary cap of \$55,000 equivalent to the lowest paid full time employee with a cap of up to a Masters at Step 1 on the Salary Schedule. If the release time coverage cost exceeds the \$55,000 salary cap, the parties agree to reopen negotiations on this subject and bargain in good faith.

Effective the 2019-2020 school year, the district shall be responsible for 60% of the cost of a replacement of a Unit A member, and the Association shall be responsible for the remaining 40% of the cost of a replacement of a Unit A member, equivalent to the lowest paid full time employee with a cap of up to a Masters at Step 1 on the Salary Schedule.

Effective the 2020-2021 school year, the district shall be responsible for 50% of the cost of a replacement of a Unit A member, and the Association shall be responsible for the remaining 50% of the cost of a replacement of a Unit A member, equivalent to the lowest paid full time employee with a cap of up to a Masters at Step 1 on the Salary Schedule.

Upon the completion of the role of President(s), every effort will be made by the Superintendent to return the Unit A member(s) to ~~his/her their~~ previous or comparable assignment(s).

15. **ARTICLE 50 - ORDERLY RETIREMENT INCENTIVE PLAN**

D. The amount of money **due in this benefit as** determined ~~by 4~~ **by the provisions** above, will be reduced by an amount equal to one hundred dollars (\$100.00) times the number of sick days paid for in excess of ~~seventeen (17)~~ **ten (10)** days between January 1 and the

last day of school. However, use of sick days in excess of ten (10) days shall be waived if used for a medically documented reason.

16. ARTICLE 53 - TUITION REIMBURSEMENT *The following is to replace existing language.*

To be considered for reimbursement, a grade of C or above must have been received in the course.

Upon ratification of this Agreement, \$10,000 will be transferred from the Supply Reimbursement Fund into the Tuition Reimbursement Fund for a pool of \$110,000, which shall be made available for tuition reimbursement as of the 2018-2019 school year for the purpose of reimbursing Unit A members for fees, tuition costs, books and/or reading materials related to satisfactorily completed credit courses taken at a degree granting institution accredited by the U.S. Department of Education. Should other financial assistance be received, the reimbursement will be reduced so that the sum of financial assistance and reimbursement does not exceed the full amount of the course cost. Unit A members shall be reimbursed for the aforementioned costs by June 30.

In each school year, should funds remain in the Supply Reimbursement Fund as of May 1, such funds will be transferred into the Tuition Reimbursement Fund and shall be made available for tuition reimbursement.

Beginning in the 2019-20 school year, the procedure for awarding tuition reimbursement will be as follows: All submissions for reimbursement shall be due by May 1. All members who had submitted for reimbursement by May 1 will receive an equal percentage of their submissions for reimbursement, not to exceed one thousand dollars (\$1000.00) per member per year. Any submission submitted after May 1 shall be eligible for tuition reimbursement for the following school year. An eligible teacher may receive a second grant (of up to \$1,000.00) of tuition reimbursement for additional coursework in the same academic year if there are additional funds that remain in the annual tuition reimbursement allotment for that school year. Eligibility is defined for this paragraph as current enrollment in a degree granting program at an accredited college or university. Should other financial assistance be received, the reimbursement will be reduced so that the sum of financial assistance and reimbursement does not exceed the full amount of the course cost.

The Office of Human Resources shall inform the Unit A member of receipt of the submission for tuition reimbursement within two (2) work days of such receipt. Any inquiries made by the Office of Human Resources of a Unit A member that relate to tuition reimbursement must be answered within five (5) work days. Failure to do so shall result in the Office of Human Resources returning all documents to the Unit A member with an explanation for the return. If such

documents are not corrected by May 1, the employee will not be eligible for reimbursement that year.

In each school year, should funds remain in the Supply Reimbursement Fund as of May 1, such funds will be transferred into the Tuition Reimbursement Fund and shall be made available for tuition reimbursement.

All completed and eligible reimbursement submissions made by May 1 shall be paid by the 21st paycheck of the school year.

17. ARTICLE 54 - CLASSROOM SUPPLIES

Funds shall become available promptly on a "first-in, first-out" (hereafter, "FIFO") basis for supplies purchased beginning July 1 of each fiscal year and submitted by ~~June 1st~~ April 1.

The Office of ~~Human Resources Business Operations~~ shall inform the Unit A member of receipt of the submission for supply reimbursement within two (2) work days of such receipt. Any inquiries made by the Office of ~~Human Resources Business Operations~~ of a Unit A member that relate to supply reimbursement must be answered within five (5) work days. Failure to do so shall result in the Office of ~~Human Resources Business Operations~~ returning all documents to the Unit A member with an explanation for the return. Consequently, a Unit A member will lose their place in FIFO. Within ten (10) work days of receipt of a completed supply reimbursement request, the Office of ~~Human Resources Business Operations~~ shall send the information to payroll; any Unit A member shall be reimbursed for ~~his/her~~ their supply costs within two (2) pay cycles thereafter.

If the pool of supply reimbursement funds has been exhausted, then further supply reimbursement requests shall be denied by the District. If unused funds in the Supply Reimbursement Fund exist, then such excess funds shall be transferred by May ~~15th~~ 1 to the Tuition Reimbursement Fund available for Unit A members.

The Association President(s) shall be updated monthly via email by the Office of ~~Human Resources Business Operations~~ regarding the status of available funds for supply reimbursements.

~~The Committee will make available \$50,000 per year to the Supply Reimbursement Account.~~

~~Effective September 1, 2015, the Supply Reimbursement Account, consisting of the \$50,000 that the Committee makes available, will be available to cover the fingerprinting costs of all Unit A members who are employed by the District as of the time when this Agreement is executed and who are fingerprinted between July 1, 2015 and June 1, 2016. If the aforementioned fingerprinting costs exceed \$50,000, the District shall cover all additional costs.~~

Upon ratification of the Agreement, ~~2016-2018, \$20,000~~ \$10,000 will be transferred from the Supply Reimbursement Fund into the Tuition Reimbursement Fund for a pool of ~~\$100,000-\$110,000~~, which shall be made available for tuition reimbursement as of the ~~2016-2017 2018-2019~~ school year and beyond.

~~Effective September 1, 2016, each Unit A member shall be eligible for up to \$200 reimbursement for supplies for costs in the fiscal year in which the expense was incurred. A pool of \$30,000 shall be made to the Association in the 2016-2017 school year for supplies.~~

Commencing September 1, ~~2017-2018~~, each Unit A member shall be eligible for up to \$100 reimbursement for supplies for costs in the fiscal year in which the expense was incurred. Thereafter, a pool of ~~\$30,000~~ \$20,000 shall be available yearly to the Association for the purpose of supply reimbursement. In each school year, should funds remain in the Supply Reimbursement Fund as of May 1, such funds will be transferred into the Tuition Reimbursement Fund and shall be made available for tuition reimbursement.

18. APPENDIX A - SALARY SCHEDULE

C. In those years in which fifty-three (53) Fridays occur between September 1 and the August 31 immediately following, the parties may agree that on the second Friday following the 26th payment, no payments will be made because the entire annual compensation will have been paid in the twenty-sixth (26th) payment previously made; or the parties may agree that total compensation be paid in twenty-seven equal payments.

In those years where there are fifty-three (53) Fridays, there shall be no more than three (3) weeks between the last paycheck for a previous school year and the first paycheck for a new school year.

The parties shall meet annually no later than Sept 30th to determine if there are 53 Fridays in the school year between Sept 1st and Aug 31st of the following school year. By the close of school each year, all employees will be provided a list of pay dates for the upcoming school year.

For the 2018-19 school year only, the parties agreed to a 3 week gap between the 26th check of the 2018-19 and the first check of 2019-20 school year.

NEW ARTICLE 37 DISTRICT SPONSORED COURSES

I. Teachers enrolled in district-sponsored professional development courses that are available for graduate credits can opt to earn FPS salary credits for a fee of seventy-five dollars (\$75) per credit. For courses that have additional workload requirements for graduate credits, the same expectation will hold for salary credits. Salary credits may be used by employees to move across lanes, but are not transferable if a teacher leaves the district.

J. Should an FPS educator have an idea for an extension course they believe would be beneficial to other educators, they are encouraged to submit a proposal to the Office of Teaching and Learning. The Office of Teaching and Learning would review all proposals to determine alignment to the district strategic plan as a basis of approval within the allotted budget. Such approved course proposals would still need to meet two criteria: approval by FSU for graduate credits and minimum course enrollment (10). Educators whose extension courses run (otherwise known as “FPS Extension Course”) will be paid at the stipended rate of eight hundred and fifty dollars (\$850) per credit.

SPECIFIED REQUIREMENTS

2. In order to progress from Level I to Level II in the Bachelor or Master/Master Equivalent schedule, the teacher must receive a favorable recommendation from his/her superior.

2. Effective the 2018-2019 school year, a principal's recommendation shall no longer be required to move from Level I to Level II in the Bachelor or Master/Master Equivalent schedule.

3. In order to move from Level II to Level III in the Bachelor or Master/Master Equivalent schedule, a teacher must present evidence of the successful completion of six semester credits for courses previously approved by the Superintendent of Schools **or designee**. Three credits must be in the teacher's subject matter field; three credits may be in the field of general education. These courses must have been taken as the teacher progressed through Level II of the salary schedule. The only exception to the subject matter course requirements shall be for those people who have been accepted in an advanced degree program.

4. In order to move from Level III to Level IV on the Bachelor or Master/Master Equivalent schedule, a teacher must present evidence of the successful completion of six semester credits for courses previously approved by the Superintendent of Schools **or designee**. Three credits must be in the teacher's subject matter area, three credits may be in the field of general education. These courses must have been taken as the teacher progressed through the steps of Level III of the salary schedule. The only exception to the subject matter course requirements shall be for those people who have been accepted in an advanced degree program.

Effective the 2018-2019 school year, in order to be eligible for movement from Level II to Level III and/or from Level III to Level IV on the Bachelor or Master/Master Equivalent schedule, a Unit A member shall submit via the district-designated electronic system, a course approval form prior to the start of a course or within two (2) weeks of the start date of the course for approval by the Office for

Teaching and Learning. Once the requisite number and type of credits have been acquired by the Unit A member in accordance with the above requirements, it is the responsibility of the Unit A member, upon the completion of all courses necessary to qualify for a step change with the aforementioned requirements, to submit a step change request form with all transcripts, indicating a completion grade of C or above, to the Office of Human Resources via the district-designated electronic system. The Office of Human Resources will then acknowledge receipt of the aforementioned documentation and verify course approval forms for the courses noted in the submitted transcripts within ten (10) work days. Upon notification of a problem with the aforementioned submission(s), the Unit A member will have five (5) work days to resolve the problem and submit the necessary documentation.

Effective the 2018-2019 school year, Level II to Level III and/or Level III to Level IV advancement will be effective October 1 if a member submits all of the aforementioned completed documentation on or before October 1 of the year in which Level advancement is sought. Level II to Level III and/or Level III to Level IV advancement will be effective April 1 if a member submits all of the aforementioned completed documentation after October 1 but on or before April 1 of the year in which Level advancement is sought.

11. ~~Effective September 1, 2015, increase the salary schedule by three quarters of one percent (0.75%). Effective the ninety second (92nd) day of employment in the 2015-2016 school year, increase the salary schedule by one percent (1%).~~

~~Effective September 1, 2016, increase the salary schedule by one percent (1%). Effective the ninety second (92nd) day of employment in the 2016-2017 school year, increase the salary schedule by one percent (1%).~~

~~Effective September 1, 2017, increase the salary schedule by one percent (1%). Effective the ninety second (92nd) day of employment in the 2017-2018 school year, increase the salary schedule by one percent (1%).~~

Effective the first day of the 2018-2019 school year, increase the salary schedule by 1.5%.

Effective the first day of the 2019-2020 school year, increase the salary schedule by 3.5%.

Effective the first day of the 2020-2021 school year, increase the salary schedule by 1.65%.

Effective the 2020-2021 school year, members on the Masters +30 schedule may progress to the Masters +45 schedule upon submission of evidence that fifteen (15) semester hours of credit from an institution accredited by the United States Department of Education or Massachusetts Department of Elementary and Secondary Education have been satisfactorily completed after having reached the Masters +30 Level.

Effective the 2020-2021 school year, members on the Masters +60 schedule may progress to the Masters +75 schedule upon submission of evidence that fifteen (15) semester hours of credit from an institution accredited by the United States Department of Education or Massachusetts Department of Elementary and Secondary Education have been satisfactorily completed after having reached the Masters +60 Level.

Effective the 2018-2019 school year, members will no longer be required to obtain advance approval by the Superintendent of Schools or their designee for courses taken in order to move from one lane to another.

Effective the 2018-2019 school year, movement from one salary lane to another (e.g. Masters to Masters +15) shall no longer require preliminary written notice to the Superintendent of Schools or their designee of the intended change by the previous January 30. Effective the 2018-2019 school year, in order to be eligible for lane movement, a Unit A member, upon the completion of the requisite number of credits necessary to qualify for a lane change as noted in the above provisions, shall submit a lane change request form via TalentEd, or any other electronic system designated by the district, with all transcripts, indicating a completion grade of C or above, to the Office of Human Resources. The Office of Human Resources will then acknowledge receipt of the aforementioned documentation within ten (10) work days. Upon notification of a problem with the aforementioned submission(s), the Unit A member will have five (5) work days to resolve the problem and submit the necessary documentation.

Effective the 2018-2019 school year, lane advancement will be effective October 1 if a member submits all of the aforementioned completed documentation on or before October 1 of the year in which advancement is sought. Lane advancement will be effective April 1 if a member submits all of the aforementioned completed documentation after October 1 but on or before April 1 of the year in which advancement is sought.

Any newly hired Unit A member shall submit all of their graduate credits within two (2) weeks of the date of hire.

Any Unit A member will be able to store their transcripts in their personnel file by uploading them via the district-designated electronic system.

13. SUPERMAX STEP

~~There shall be a supermax step for teachers who have taught in public elementary and secondary public education for twenty three (23) years. Service as a substitute or student teacher will be excluded. Effective September 1, 2010, supermax eligibility will be available to teachers who have completed twenty-two (22) years in public education.~~ If a teacher works under contract for less than a full year, but more than ninety (90) school days during that year, the year shall be counted toward the total years. A teacher working under contract for less than a full day or less than a full week shall receive this supermax benefit at a prorated basis. ~~The supermax step shall~~

~~be Fifteen hundred dollars (\$1500.00) above the step immediately below it.~~ In each year, the supermax benefit is added after calculating the percentage wage increase. In order to qualify for supermax, a teacher must have attained Professional Teacher Status in the Framingham Public Schools.

For the 2018-2019 school year, the Office of Human Resources will issue an Employee Notification Form within 30 calendar days of ratification; employees will have 30 calendar days to submit the Form to be eligible for a new supermax benefit in the 2018-2019 school year. Funds will be disbursed within 90 calendar days of such submission, and payment will be retroactive to the beginning of the 2018-2019 school year.

Subject to the restrictions set out above, effective the first day of the 2018-2019 school year, any Unit A member who has completed at least fifteen (15) years in public education shall be eligible for a supermax set benefit equal to seven hundred fifty dollars (\$750) above the step immediately below it.

Subject to the restrictions set out above, effective the first day of the 2018-2019 school year, any Unit A member who has completed at least twenty (20) years in public education shall be eligible for a supermax set benefit equal to fifteen hundred dollars (\$1500) above the step immediately below it.

~~Subject to the restrictions set out above, effective September 1, 2009, any teacher with at least twenty-five (25) years of service in Framingham Public Schools, shall be eligible for a supermax set benefit equal to seventeen hundred (\$1700.00) dollars above the step immediately below it. Subject to the restrictions set out above, effective September 1, 2009, any teacher with at least thirty (30) years of service in Framingham Public Schools, shall be eligible for a supermax step benefit equal to twenty-one hundred (\$1,200.00) dollars above the step immediately below it.~~

~~Subject to the restrictions set out above, effective September 1, 2010, any teacher with at least twenty-five (25) years of service in Framingham Public Schools, shall be eligible for a supermax step benefit equal to eighteen hundred (\$1,800.00) dollars above the step immediately below it. Subject to the restrictions set out above, effective September 1, 2010, any teacher with at least thirty (30) years of service in Framingham Public Schools, shall be eligible for a supermax step benefit equal to twenty-two hundred (\$2,200.00) dollars above the step immediately below it.~~

Subject to the restrictions set out above, effective the first day of the 2018-2019 school year, any member who has completed at least twenty-five (25) years of service in Framingham Public Schools shall be eligible for a supermax set benefit equal to two thousand dollars (\$2000) above the step immediately below it.

Subject to the restrictions set out above, effective the first day of the 2018-2019 school year, any member who has completed at least thirty (30) years of service in

Framingham Public Schools shall be eligible for a supermax set benefit equal to two thousand five hundred dollars (\$2500) above the step immediately below it.

The salary schedules for the duration of the Agreement are as follows:

Salary 2018-2019 school year (1.50% increase)								
Step	Bachelor s	Masters	Masters +15	Masters + 30	Masters + 45	Masters + 60	Doctorat e	
1	47,551	51,322	53,079	54,835	56,595	58,347	60,105	
2	49,244	52,863	54,673	56,480	58,292	60,096	61,908	
3	50,721	54,449	56,311	58,174	60,040	61,901	63,765	
4	53,229	57,146	59,100	61,056	63,017	64,973	66,929	
5	55,863	59,974	61,873	64,083	66,139	68,194	70,250	
6	58,628	63,008	65,105	67,259	69,417	71,578	73,734	
7 (II)	61,535	66,063	68,332	70,597	72,863	75,128	77,390	II
8	64,585	69,345	71,721	74,101	76,481	78,855	81,238	
9	67,786	73,158	75,280	77,778	80,276	82,775	85,268	
10 (III)	71,148	77,183	79,018	81,636	84,263	86,885	89,509	III
11	74,680	81,424	83,363	85,693	88,448	91,202	93,951	
12	78,297	85,326	86,857	88,829	91,145	93,947	95,133	

Note:

Supermax: Any employee with 15 yrs in public education shall receive a payment of **\$750.**

Supermax 1: Any employee with 20 yrs in public education shall receive a payment of **\$1,500.**

Supermax 2: Any employee with 25 yrs in Framingham shall receive a payment of **\$2,000.**

Supermax 3: Any employee with 30 yrs in Framingham shall receive a payment of **\$2,500**

Salary 2019-2020 school year (3.50% increase)								
Step	Bachelor s	Masters	Masters +15	Masters + 30	Masters + 45	Masters + 60	Doctorat e	
1	49,215	53,119	54,937	56,755	58,576	60,389	62,209	
2	50,967	54,713	56,587	58,456	60,333	62,199	64,075	
3	52,496	56,354	58,282	60,210	62,142	64,067	65,997	
4	55,092	59,146	61,169	63,193	65,223	67,247	69,272	
5	57,818	62,073	64,039	66,326	68,454	70,581	72,709	
6	60,680	65,213	67,384	69,613	71,846	74,083	76,314	
7 (II)	63,689	68,376	70,723	73,068	75,413	77,758	80,098	II
8	66,846	71,772	74,231	76,695	79,158	81,615	84,081	
9	70,158	75,719	77,914	80,501	83,086	85,672	88,253	
10 (III)	73,639	79,884	81,783	84,494	87,212	89,926	92,642	III
11	77,293	84,274	86,281	88,693	91,544	94,394	97,240	
12	81,037	88,312	89,897	91,938	94,335	97,236	98,463	

Note:

Supermax: Any employee with 15 yrs in public education shall receive a payment of \$750.

Supermax 1: Any employee with 20 yrs in public education shall receive a payment of \$1,500.

Supermax 2: Any employee with 25 yrs in Framingham shall receive a payment of \$2,000.

Supermax 3: Any employee with 30 yrs in Framingham shall receive a payment of \$2,500

Salary 2020-2021 school year (1.65% increase)								
Step	Bachelor s	Masters	Masters +15	Masters + 30	Masters + 45	Masters + 60	Master +75	Doctorat e
1	50,027	53,995	55,844	57,691	59,543	61,386	63,228	63,235
2	51,808	55,616	57,520	59,421	61,328	63,226	65,123	65,132
3	53,362	57,284	59,244	61,203	63,167	65,124	67,078	67,086
4	56,001	60,122	62,178	64,236	66,299	68,357	70,408	70,415
5	58,772	63,098	65,096	67,420	69,584	71,745	73,897	73,909
6	61,682	66,289	68,496	70,762	73,032	75,305	77,564	77,574
7 (II)	64,740	69,504	71,890	74,274	76,657	79,041	81,412	81,420
8	67,949	72,956	75,456	77,960	80,464	82,962	85,451	85,468
9	71,316	76,968	79,200	81,829	84,457	87,086	89,699	89,709
10 (III)	74,854	81,202	83,133	85,888	88,651	91,410	94,152	94,170
11	78,569	85,665	87,704	90,156	93,054	95,951	98,830	98,844
12	82,375	89,770	91,380	93,455	95,892	98,840	101,805	101,805

Note:

Supermax: Any employee with 15 yrs in public education shall receive a payment of \$750.

Supermax 1: Any employee with 20 yrs in public education shall receive a payment of \$1,500.

Supermax 2: Any employee with 25 yrs in Framingham shall receive a payment of \$2,000.

Supermax 3: Any employee with 30 yrs in Framingham shall receive a payment of \$2,500

Non-Grid Stipends:**High School:**

Limited English Proficiency Coordinator (LEP)	\$319.00
Parent Involvement Facilitator (PIF)	\$2,127.00
High School College and Career Counselor	\$4,100.00
Faculty Manager	\$8,722.00
Equipment Manager	\$6,486.00

Academic Liaison to Athletics **\$6,000.00**

AP Coordinator **\$5,500.00**

Middle School:

Limited English Proficiency Coordinator (LEP)	\$319.00
Parent Involvement Facilitator (PIF)	\$2,127.00

Elementary School:

Elementary Art and Music Head Teacher	\$4,224.00
Limited English Proficiency Coordinator (LEP)	\$319.00
Parent Involvement Facilitator (PIF)	\$2,127.00
Primary Years Program Coordinator (PYP)	\$5,500.00
Open Circle Consultant	\$106.00
Elementary Activity-chosen by the principal	\$300.00

Pre-School:

Webmaster	\$1,350.00
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District-Wide:

Student Activities Treasurer: **per semester**

Total receipts: \$250,000 or more	\$3,500.00
Total receipts: \$100,000-\$249,999	\$2,000.00
Total receipts: less than \$100,000	\$1,000.00

Department Heads with Supervision and Evaluation-per each level

*1-8 Teachers supervised	\$7500.00
*9-15 Teachers supervised	\$8000.00
*16 or more Teachers supervised	\$8500.00

Department Head Stipend, with supervision

The following two columns shall be combined per the number of evaluatees:

<u>COLUMN 1</u>		<u>COLUMN 2</u>	
<u># of Evaluatees</u>		<u># of Schools</u>	
<u>1-8</u>	<u>\$7,500</u>	<u>1</u>	<u>\$0</u>
<u>9-15</u>	<u>\$8,000</u>	<u>2-3</u>	<u>\$500</u>
<u>16+</u>	<u>\$8,500</u>	<u>4-6</u>	<u>\$1,000</u>
		<u>7-10</u>	<u>\$1,500</u>
		<u>11+</u>	<u>\$2,000</u>

(Add figures that apply from 2 columns)

Any member who is a Department Head as of the execution of this Agreement and who shall be financially harmed by the above shall be grandfathered in at the current compensation.

Department Head Stipend, without supervision

The following two columns shall be combined per the number of evaluatees:

<u>COLUMN 1</u>		<u>COLUMN 2</u>	
<u># of Evaluatees</u>		<u>Additional Amount (allocated by number of schools)</u>	
<u>1-8</u>	<u>\$5,500</u>	<u>1</u>	<u>\$0</u>
<u>9-15</u>	<u>\$5,500</u>	<u>2-3</u>	<u>\$500</u>
<u>16+</u>	<u>\$5,500</u>	<u>4-6</u>	<u>\$1,000</u>
		<u>7-10</u>	<u>\$1,500</u>
		<u>11+</u>	<u>\$2,000</u>

(Add figures that apply from 2 columns)

Student Support Chair	\$3,000.00
Department Heads without Supervision and Evaluation	\$5,500.00
District Mentor Coordinator	\$5,500.00
Teaching & Learning Extension Course	\$850/graduate credit
Mentors **see added language	\$850.00
MCAS Alternative Assessment Trainer	\$2,500.00
Manager Nurses Health Record Database	\$1,063.00
Elementary Summer School, Director	\$8,449.00
Secondary Summer School, Director	\$8,703.00
Summer School Teacher (hourly)	\$27.13
Summer Workshops	\$27.13
Grant Funded Positions (hourly)	\$27.13

Tutoring-fulfilling district obligations (hourly)	\$27.13
Saturday School/Detention (hourly)	\$27.13
Saturday School/Detention Coordinator (hourly)	\$53.17
Professional Development Presenter (hourly) **see added language	\$55.00
Professional Development Presenter Prep (hourly)**see added language	\$27.13
Teacher in After School Program (hourly) Excluding OST before/after school programs	\$27.13

OST Club Instructor **\$27.13**

OST Before/After school program Mentor Rate

<u>FPS/CRD OST Experience</u>	<u>High School Diploma</u>	<u>Associates Degree</u>	<u>Bachelors Degree</u>	<u>Masters Degree</u>	<u>Steps</u>	<u>OST Mentor Hourly Rate</u>
<u>0 years</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>1</u>	<u>\$16.00</u>
<u>1 years</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>2</u>	<u>\$17.00</u>
<u>2 years</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>3</u>	<u>\$18.00</u>
<u>3 years</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 6</u>	<u>4</u>	<u>\$19.00</u>
<u>4 years</u>	<u>Step 5</u>	<u>Step 6</u>	<u>Step 6</u>	<u>Step 6</u>	<u>5</u>	<u>\$20.00</u>
<u>5+ years</u>	<u>Step 6</u>	<u>Step 6</u>	<u>Step 6</u>	<u>Step 6</u>	<u>6</u>	<u>\$21.00</u>

Intramurals (per hour) \$36.36

Curriculum Development Committee Work/**Policy Writing** (hourly) \$34.00

SPED Summer School:

Extended School Year (ESY) Coordinator \$8,703.00

Nurse Coordinator \$500.00

SPED Summer School Coordinators:

0-75 students \$2,700.00

76-100 students \$3,000.00

101-150 students \$3,300.00

151+ students \$3,800.00

Psychologists Department Facilitator PreK-12 \$3,000.00

Nurses Department Facilitator PreK-12 \$3,000.00

High School Social Worker Department Facilitator \$1,500.00

K-8 Social Worker Department Facilitator **\$3,000.00**

*High School Guidance Counselor Department Facilitator \$400.00

**If the Facilitator is NOT the Department Head* \$1,500.00

K-8 Guidance Counselor Department Facilitator **\$3,000.00**

Parent Teacher Home Visit Site Coordinator

- **1-5 visits** **\$150.00**
- **6-10 visits** **\$300.00**
- **11-20 visits** **\$600.00**
- **21-30 visits** **\$900.00**
- **31-40 visits** **\$1,200.00**
- **41+ visits** **\$1,500.00**

Seal of Biliteracy Coordinator

- **0-25 Students** **\$1,000**
- **26-50 Students** **\$2,000**
- **51- 75 Students** **\$3,000**
- **76-100 Students** **\$4,000**

2014/2015 UPDATED: 2018 Framingham Public Schools Stipends		Stipend Grid			
A- Meets 3-5 days each week for 2-3 hours including regular weekends for a minimum of 9 weeks and/or meets year round for the equivalent number of hours					
B- Meets 3-5 days each week for 1 hour including occasional weekends for a minimum of 9 weeks and/or meets year round for the equivalent number of hours					
C- Meets 2 days each week for 1-3 hours including occasional weekends for a minimum of 9 weeks and/or meets year round for the equivalent number of hours					
D- Meets once each week for 1-3 hours – rare weekend commitments for a minimum of 9 weeks and/or meets year round for the equivalent number of hours					
E- Meets 1-2 times each week less than 1 hour – no weekend commitments (or specific responsibilities) for a minimum of 9 weeks and/or meets year round for the equivalent number of hours					
	A	B	C	D	E
	\$4,500	\$3,750	\$3,250	\$2,350	\$1,350
District Wide			School Com. Media Facilitator	<u>Manager Nurse Health Record Database</u>	Webmaster
High School only	Flyer News (per season)	<u>Junior Class Advisor</u>	Poetry and Literary Arts	Academic Decathlon	
	<u>Senior class advisor</u>	Marching Band Dir. (season)	<u>Sophomore Class Advisor</u>	Debate Team	RFL Retreat Chaperone
	<u>Student Government/ Council</u>	RFL After School Coordinator		Art Guild	International Association
			Newspaper	<u>Freshman Class Advisor</u>	GLBTQA
		<u>National Honor Society</u>	Yearbook	Marching Instructor (season)	Boys/ Girls A Capella
			RFL Summer Program Coordinator	Color Guard Instructor (season)	Webmaster

				Percussion Instructor (season)		
				Show Choir Director		
				Key Club		
				Model Congress		
				Math Team		
				Jazz Band Director		
				Newspaper/Yearbook Business Manager		
				Model UN		
Middle and High School	Stage Director (event)		METG host	Production Manager (event)	Band Activities	
	<u>Robotics</u>		Technical Director (event)	Producer (event)	Choral Activities	
			Vocal Director (event)	Costume Design (event)	Student Activity Advisorships selected by Principal	
			Choreographer (event)	Drama Company Advisor	Lighting Design	
				Conductor (event)		
Middle School Only				Newspaper	Fine Arts Advisorships selected by the Principal	
				PBIS Coordinator		
				Yearbook	Webmaster	
				Team Leader		
				Student Council		
				<u>Jazz Band Director</u>		
				<u>RFL After school coordinator</u>		
				Variety Show		
Elementary Only			Head Teacher	PBIS Coordinator	Webmaster	
<u>Football F1</u>	<u>Level 1</u>	<u>Level 2</u>	<u>Football F2</u>	<u>Level 3</u>	<u>Football F3</u>	<u>Level 4</u>
\$9,000	\$6,000	\$4,600	\$5,100	\$4,200	\$3,500	\$3,600
Varsity Football	Varsity Baseball	Varsity Cheerleading	Asst. Football	JV Baseball	Frosh Football	Asst. Cheerleading
	Varsity Basketball	Varsity Cross Country	JV Football	JV Basketball		Asst. Cross Country
	Varsity Field Hockey	Varsity Dance		JV Field Hockey		Asst. Dance
	Varsity Ice Hockey	Varsity Golf		JV Ice Hockey		Asst. Golf

	Varsity Indoor Track	Varsity Gymnastics		JV Lacrosse		Asst. Gymnastics
	Varsity Lacrosse	Varsity Tennis		JV Soccer		Asst. Indoor Track
	Varsity Outdoor Track	Alpine Skiing		JV Softball		Asst. Outdoor Track
	Varsity Soccer			JV Volleyball		Asst. Swimming
	Varsity Softball			JV Wrestling		Asst. Tennis
	Varsity Swimming					Frosh Baseball
	Varsity Volleyball					Frosh Basketball
	Varsity Wrestling					Frosh Field Hockey
						Frosh Ice Hockey
						Frosh Lacrosse
						Frosh Soccer
						Frosh Softball
						Frosh Volleyball
						Frosh Wrestling

ADDED LANGUAGE:

1. **MENTORS:** all parties agree that the anticipated time required by a mentor is between forty (40)-fifty (50) hours per school year and documentation of said hours is required
2. All parties agree to establish a committee comprised of unit membership and administration membership at meet at least annually on or before January 1 of each academic year to review stipends and to make any recommendations for additional or deletions to the stipend list. All said changes which are mutually agreed to by this committee shall be executed by the leadership of each party via a side letter of agreement.
3. All parties agree that when a Student Activities Advisorship, chosen by the Principal, has run for three (3) consecutive years, it is then referred to the joint committee for inclusion within the stipend list under a separate name and assigned amount
4. If a current Unit A member has held a non-coaching stipend position for at least three consecutive years, then the unit member shall be grandfathered from any decrease in the stipend amount from Sept 1, 2014 through Aug 31, 2017. After August 31, 2017, the unit member who still holds the non-coaching stipend position will move to the negotiated amount in the non-coaching stipend grid.
5. If a current Unit A member has held a coaching stipend position for at least five consecutive years, then the unit member shall be grandfathered from any decrease in the stipend amount and the unit member shall remain at the Sept 1, 2012 through Aug 31, 2014 rates until August 31, 2019. After that time, the unit member who still holds the coaching stipend position will move to the negotiated amount in the athletic stipend grid.

PROFESSIONAL DEVELOPMENT PRESENTER

- New professional development to be presented during regular contract hours:
 - Preparation only @ 2 preparation hours for every hour of presentation at the current professional development hourly rate
 - No compensation for actual presentation time since it occurs during the contract hours
- Repeat professional development to be presented during regular contract hours:
 - Preparation only @ 1 hour for every hour of presentation at the current professional development hourly rate
 - No compensation for actual presentation time since it occurs during the contract hours
- New professional development to be presented outside of regular contract hours:
 - Professional development presenter rate per hour for duration of presentation and preparation rate @ 2 hours for every hour of presentation at the current professional development hourly rate.
 - i.e. 3 hour new professional development after school hours = 3 hours of presenting at the current presenter rate + 6 hours of prep at the current professional development hourly rate.
- Repeat professional development to be presented outside of regular contract hours:

- o professional development presenter rate per hour for duration of presentation and preparation rate @ 1 preparation hour per each hour of professional development presentation at the current professional development hourly rate.
- o i.e. 3 hour repeat professional development after school hours = 3 hours of presenting at the current presenter rate + 3 hours of prep at the current professional development hourly rate.

APPENDIX E UPDATES:

5) Evaluation Cycle: Training

Propose removing entirely. The intent of this was for the introduction of the new evaluation process.

5) Evaluation Cycle: Annual Orientation/Training

- a. During the new teacher orientation, held before the start of the school year, all new staff will be given a presentation on Supervision and Evaluation.
- b. At the start of each school year, the superintendent, principal, and/or designee shall provide training by conducting a meeting or through electronic means for Educators and Evaluators focused on educator evaluation. The superintendent, principal, and/or designee shall:
 - i. Provide an overview of the evaluation process, including goal setting and the educator plans.
 - ii. Provide all educators with directions for obtaining accessing a copy of the forms used by the district. These may be electronically provided.
 - iii. The faculty meeting may be digitally recorded to facilitate orientation of Educators hired after the beginning of the school year. The newly hired Educator shall also meet with the superintendent, principal, and/or designee to accomplish items in 5bi and 5bii above.
 - iv. ~~Training in data analysis will be provided by the educator's principal or designee, upon teacher or evaluator request (Not everyone will need the support and it needs to be differentiated to meet the needs of the individual and school/team)~~
 - v. ~~This training will be provided during the normal work day and scheduled by the principal~~

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	Self Assessment	Goals	1/31		5/31	
			Unannounced	Formal	Unannounced	Formal
Non-Professional						Summative
DEP 1 - Developing Educator Plan (Year 1)	10/15	10/31	X	X	X	X
DEP 2 - Developing Educator Plan (Years 2 o	10/15	10/31		X	X	X

	Self Assessment	Goals	5/31 Year 1		5/31 Year 2 *see below	
			Unannounced	Formative		Summative
Professional						
SDP - Self Directed Plan (2 Years)	10/31	11/15	X	X		X

* if proficient or exemplary, date can extend to 6/15

	Self Assessment	Goals	12/31		3/31	
			Unannounced	Formal	Unannounced	Formal
Professional						Summative
DP - Directed Plan (1 year)	9/15	10/15	X	X	X	X

Guide to Teacher Rubric

Standard I: Curriculum, Planning, and Assessment	Standard II: Teaching All Students	Standard III: Family and Community Engagement	Standard IV: Professional Culture
A. Curriculum and Planning Indicator 1. Subject Matter Knowledge 4. Well-Structured Lessons B. Assessment Indicator 1. Variety of Assessment Methods 2. Adjustments to Practice	A. Instruction Indicator 2. Student Engagement 3. Meeting Diverse Needs B. Learning Environment Indicator 1. Safe Learning Environment 2. Collaborative Learning Environment C. Cultural Proficiency Indicator 1. Respects Differences D. Expectations Indicator 1. Clear Expectations 2. High Expectations	C. Communication Indicator 1. Two-Way and Culturally Proficient Communication C. Collaboration Indicator 1. Professional Collaboration	A. Reflection Indicator 1. Reflective Practice

How to reference parts of the rubric:

Indicator terminology: under the "Teaching All Students" Standard (II), the "Instruction Indicator" (A) can be referred to as *Indicator II-A*

Element terminology: under the Instruction Indicator (A), the Student Engagement Element (2) can be referred to as *Element II-A-2*

Standard I: Curriculum, Planning, and Assessment. *The teacher promotes the learning and growth of all students by providing high-quality and coherent instruction, designing and administering authentic and meaningful student assessments, analyzing student performance and growth data, using this data to improve instruction, providing students with constructive feedback on an ongoing basis, and continuously refining learning objectives.*

Guide to DEPARTMENT HEAD Rubric

Standard I: Curriculum, Planning, and Assessment	Standard II: Teaching All Students	Standard III: Family and Community Engagement	Standard IV: Professional Culture
A. Curriculum and Planning Indicator 3. Well-Structured Lessons	A. Instruction Indicator 2. Student Engagement 3. Meeting Diverse Needs		A. Reflection Indicator 1. Reflective Practice
B. Assessment Indicator 1. Variety of Assessment Methods 2. Adjustments to Practice 3. Diverse Learners Needs (NEW from Admin I-B-3)	B. Learning Environment Indicator 1. Safe Learning Environment 2. Collaborative Learning Environment 4. Time for Collaboration (NEW from Admin II-C-2)		B. Professional Growth Indicator 1. Continuous Learning of Staff (NEW from Admin IV-D-1)
D. Evaluation Indicator 1. Observation & Feedback (NEW from Admin I-D-2)	C. Cultural Proficiency Indicator 1. Respects Differences	C. Communication Indicator 1. Two-Way and Culturally Proficient Communication (NEW from Admin III-C-1)	C. Collaboration Indicator 1. Professional Collaboration
E. Data-Informed Decision Making 1. Dept & School Goals (NEW from Admin I-E-2)	D. Expectations Indicator 1. Clear Expectations 2. High Expectations		F. Professional Responsibilities Indicator 2. Response to disagreement (NEW from Admin IV-F-1) 3. Communication Skills (NEW from Admin IV-C-1)

How to reference parts of the rubric:

Indicator terminology: under the "Teaching All Students" Standard (II), the "Instruction Indicator" (A) can be referred to as *Indicator II-A*

Element terminology: under the Instruction Indicator (A), the Student Engagement Element (2) can be referred to as *Element II-A-2*

Standards and Indicators of Effective Teaching Practice: Instructional Coach Rubric

2

Standard I: Curriculum, Planning, and Assessment	Standard II: Teaching All Students	Standard III: Family and Community Engagement	Standard IV: Professional Culture
A. Curriculum and Planning Indicator I-A-1. Subject Matter Knowledge I-A-3. Rigorous Standards-Based Unit Design I-A-4. Well-Structured Lessons	A. Instruction Indicator II-A-3. Diverse Learners' Needs (NEW from Admin I-B-3)		A. Reflection Indicator IV-A-1. Reflective Practice IV-A-2. Goal Setting
B. Assessment Indicator I-B-1 Variety of Assessment Methods I-B-2 Adjustment to Practice	B. Learning Environment Indicator II-B-2. Time for Collaboration (NEW from Admin II-C-2 Time for Collaboration).	B. Collaborates with families. III-B-2. Curriculum Support.	
C. Analysis Indicator I-C-2.Sharing Conclusions With Colleagues			C. Collaboration Indicator IV.C.1a. Professional Collaboration with Educators IV.C.1b. Professional Collaboration: Professional Development Planning and Implementation (NEW from Newton Public Schools / adapted)
	D. Expectations Indicator II-D-3: Access to knowledge		

Note: At the *Exemplary* level, an educator's level of expertise is such that he or she is able to model this element through training, teaching, coaching, assisting, and/or demonstrating. In this rubric, this level of expertise is denoted by "Is able to model."

Library Media Specialists' Evaluation Rubric

Standard I: Curriculum, Planning, and Assessment	Standard II: Teaching All Students	Standard III: Family and Community Engagement	Standard IV: Professional Culture
A. Curriculum and Planning Indicator 1. Subject Matter Knowledge 4. Well-Structured Lessons B. Assessment Indicator 2. Adjustments to Practice C. Analysis Indicator 1. Analysis and Conclusions	A. Instruction Indicator 3. Meeting Diverse Needs B. Learning Environment Indicator 2. Student Motivation C. Cultural Proficiency Indicator 1. Respects Differences D. Expectations Indicator 1. Clear Expectations 3. Access to Knowledge		A. Reflection Indicator 1. Reflective Practice B. Professional Growth Indicator 1. Professional Learning and Growth C. Collaboration Indicator 1. Professional Collaboration D. Decision-Making Indicator 1. Decision-making

How to reference parts of the rubric:

Indicator terminology: under the "Teaching All Students" Standard (II), the "Instruction Indicator" (A) can be referred to as *Indicator II-A*

Element terminology: under the Instruction Indicator (A), the Student Engagement Element (2) can be referred to as *Element II-A-2*

Specialized Instructional Support Personnel (SISP) Rubric School Nurse Adaption

Standard I: Curriculum, Planning, and Assessment	Standard II: Teaching All Students	Standard III: Family and Community Engagement	Standard IV: Professional Culture
A. Curriculum and Planning Indicator 1. Professional Knowledge	A. Instruction Indicator 1. Quality of Effort and Work 2. Student Engagement		A. Reflection Indicator 1. Reflective Practice
B. Assessment Indicator 2. Adjustments to Practice	B. Learning Environment Indicator 1. Safe Learning Environment		
	C. Cultural Proficiency Indicator 1. Respects Differences	C. Communication Indicator 1. Two-Way Communication	C. Collaboration Indicator 1. Professional Collaboration
	D. Expectations Indicator 1. Clear Expectations 2. High Expectations		

The MSPA Rubric for Evaluation of School Psychologists

Standard I: Curriculum, Planning, and Assessment	Standard II: Teaching All Students	Standard III: Family and Community Engagement	Standard IV: Professional Culture
A. Curriculum and Planning Indicator 1. Professional Knowledge 2. Child & Adolescent Development 3. Plan Development	A. Instruction Indicator 3. Meeting Diverse Needs		
B. Assessment Indicator 1. Variety of Assessment Methods	B. Learning Environment Indicator 1. Safe Learning Environment	B. Collaboration Indicator 2. Student Support	B. Professional Growth Indicator 1. Professional Learning and Growth
C. Analysis Indicator 1. Analysis and Conclusions 2. Sharing Conclusions With Colleagues 3. Sharing Conclusions With Students and Families 4. Intervention Monitoring and Evaluation*	C. Cultural Proficiency Indicator 1. Respects Differences	C. Communication Indicator 2. Culturally Proficient Communication 3. Community Connections*	C. Collaboration Indicator 2. Professional Collaboration 3. Consultation
			D. Decision-Making Indicator 4. Decision-making
			F. Professional Responsibilities Indicator 2. Reliability and Responsibility

*I.C.4. and III.C.3. are elements specific to the MSPA model (not included in the DESE Specialized Instructional Support Personnel rubric).