

AGREEMENT

BETWEEN

EASTON SCHOOL COMMITTEE

AND EASTON EDUCATORS' ASSOCIATION
UNIT A

September 1, 2022

To

August 31, 2025

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PREAMBLE

The Easton School Committee and the Easton Educators' Association recognize that, in a democratic society, education must be a continuous evaluation and active promotion of all universal truths; that each child is entitled to an educational program designed to meet his/her specific educational needs; that each child is entitled to instruction by Personnel professionally qualified and adequate in number in order that education of the highest quality may be the effective result; that more attention should be devoted to the constructive guidance of leisure time and in-school time activities of students; that commensurate with quality education is the need for good morale within the teaching staff; that both the Committee and the Association view the consideration of matters of mutual concern as a joint responsibility. The Committee and the Association further recognize that class size can be an important factor in good education and the Committee will, subject to space availability and all other educational considerations, ensure that class size is conducive to an effective teaching-learning atmosphere.

ARTICLE I - RECOGNITION

The Committee recognizes the Association for the purpose of collective bargaining as the exclusive representative of units consisting of all professional employees of the Easton School System falling into any one of the following categories:

Unit A

All classroom teachers or teachers of remedial or special education, including department heads, academic coaches, professional guidance personnel serving pupils directly in a counseling capacity (excluding the Director of Guidance), school psychologists, adjustment counselors, Oliver Ames High School librarian, and nurses.

ARTICLE II - NEGOTIATIONS PROCEDURES

- A. This Agreement is a complete Agreement between the parties. No other agreements, understandings, or practices shall be controlling or construed in any way to add to, subtract from, or otherwise modify the provisions of this Agreement.
- B. The failure by the Committee or any of its agents or by the Association in one or more instances to observe or enforce any specific provision of this Agreement shall not be construed to be a waiver or modification of said provision.
- C. Not later than February 15th of the last year of this contract, the Committee agrees to enter into negotiations with the Association over a successor Agreement reached with the Committee and the Association which will be reduced to writing, and will be signed by the Committee and the Association.

ARTICLE III - GRIEVANCE PROCEDURE

A. DEFINITION

A grievance is hereby defined as a written complaint from an individual or group that there has been a violation or misinterpretation of a specific provision or provisions of this Agreement. Any matter which is not covered by the provisions of this Agreement shall not be subject to a grievance.

B. PURPOSE

The purpose of this procedure is to secure, at the lowest possible administrative level, equitable solutions to problems or disputes, which may arise from time to time. Both parties agree that these proceedings should be kept as informal and confidential as may be appropriate at any level of this procedure.

A grievance which affects a group of teachers from more than one building may be submitted in writing by the Association, to the Superintendent directly, and the processing of such grievance shall be commenced at Level Two.

Nothing herein contained will be construed as limiting the right of any individual or group having a grievance to discuss the matter with any appropriate members of the administration; and the grievance may be adjusted without intervention of the Association, provided that the adjustment is not in conflict with the provisions of this Agreement, and that the Association has been given the opportunity to be present at such conference.

No reprisals of any kind shall be taken by any party of this contract against any party-in-interest, any witness, or any other participant in the grievance procedure for reason of such participation.

A grievance not initiated within the time specified below shall be deemed waived. Failure to appeal a written decision on a grievance within the time limits specified below, unless an extension of time is mutually agreed upon, will mean the grievance shall be considered settled on the basis of the decision made, and shall not be eligible for further appeal. The phrase "when school is not in session" shall mean "when school has recessed for the summer."

C. PROCEDURES

1. LEVEL ONE

An individual or group with a grievance shall, with or without representation of the Association, file it with the appropriate Principal or immediate Supervisor within ten (10) school days (or when school is not in session, fifteen (15) working days, excluding Saturdays, Sundays, and holidays) from the day of the event upon which the grievance is based, or from the date when the individual or group had or should have had knowledge of the event. Any meeting with reference to the above shall be held during non-teaching hours.

2. LEVEL TWO

- a. In the event that the grievance shall not have been disposed of to the satisfaction of the aggrieved individual or group at Level One, or in the

event that no decision has been reached within eight (8) school days (or when school is not in session ten (10) calendar days after filing the grievance at Level One), the grievance shall be referred, in writing, to the Superintendent of Schools within four (4) school days (or when school is not in session, five (5) calendar days) of the disposition under Level One.

- b. Within eight (8) school days (or when school is not in session ten (10) calendar days), after the receipt of the written grievance by the Superintendent or designee from the administration, the Superintendent or designee shall meet with the aggrieved individual or group and said President and/or members of the Association designated by him/her, in an effort to settle the grievance.

3. LEVEL THREE

In the event that the grievance shall not have been disposed of at Level Two, or in the event that no decision has been rendered within eight (8) school days (or when school is not in session ten (10) calendar days) after the Level Two meeting, the grievance shall be referred in writing to the School Committee. At its next regular School Committee meeting or at a special meeting called for the purpose of considering the grievance, the School Committee shall meet with the Association in an effort to settle the grievance. In the event that either the Association or the Committee elects to retain counsel to present its views at the Level Three meeting, the party so electing shall inform the other at least four (4) school days prior to the Level Three meeting.

4. LEVEL FOUR

In the event that the grievance shall not have been settled to the mutual satisfaction of the Association and the Committee at Level Three, or in the event that no decision has been rendered within eight (8) school days (or when school is not in session ten (10) calendar days) after the Level Three meeting, either the Association or the Committee may elect to submit the grievance to arbitration by submitting written notice to the other party under the following procedures and conditions:

- a. The arbitrator is to be mutually selected by the Committee and the Association. If the Committee and the Association cannot agree on arbitrator selection within twelve (12) school days or sixteen (16) calendar days after receipt of written intent to seek arbitration, either party may request the American Arbitration Association to provide a panel of arbitrators, said arbitrator then to be selected according to the rules of the American Arbitration Association.
- b. The fees of the American Arbitration Association and of the arbitrator and the expenses of any required hearings shall be shared equally by the Committee and the Association, but each party shall bear the expense of its own representatives, participants, witnesses, and for the preparation and representation of its case.
- c. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact with reasons and conclusions. The Arbitrator shall arrive at the decision solely upon the facts, evidence, and contentions presented by the parties through the arbitration proceedings. The arbitrator shall have no power to add to, subtract from, or modify any of the provisions of

this Agreement, and in reaching his/her decision shall interpret the Agreement in accordance with the commonly accepted meaning of words used herein and the principle that there are no restrictions intended on the rights or authority of the Committee other than those expressly set forth in this Agreement. Subject to the foregoing, the decision of the arbitrator shall be submitted to the Committee and the Association and shall be final and binding upon the Committee, the Association, and the individual or group who initiated the grievance.

- d. Notwithstanding anything to the contrary, no dispute or controversy shall be the subject for arbitration unless it involves the interpretation or application of one or more specific provisions of this Agreement.

ARTICLE IV - SALARIES

- A. The salaries of all persons covered by this Agreement are set forth in Appendix A, Appendix B, Appendix C, and Appendix D which is attached hereto and made a part hereof.
- B. Pay adjustment for all schedules will be made in September and February. Effective with the 2019-2020 school year, any employee who reasonably believes he/she may be eligible for a salary lane change effective in the following September or February must notify the office of the Assistant Superintendent by November 15th of the year preceding the potential eligibility. Failure to submit this notice by the November 15th deadline will render the employee ineligible for any lane change during the subsequent school year. The Superintendent is authorized to waive the notification requirements in circumstances that in her/his sole judgment are beyond the control of the employee. Such determinations by the Superintendent shall not be arbitrary or capricious. Any such action by the Superintendent shall not be subject to challenge by the Association, either by grievance or other forms of redress. In order to receive the pay adjustment during September or February, employees are required to submit official transcripts at least two weeks in advance of September 1 or February 1, respectively.
- C. Definition of Degrees and Advanced Graduate Study:
 1. Bachelor's Degree is defined as a Baccalaureate Degree earned at an accredited college or university.
 2. Bachelor's plus 15 hours shall be defined as fifteen (15) semester hours of credit beyond the Bachelor's Degree earned at an accredited college or university and which satisfies one but not a combination of the following conditions:
 - a. Courses which add to the skills or knowledge of the teacher and which the teacher can apply directly to his/her current major assignment.
 - b. Courses in a Degree program which is directly related to a teacher's current major teaching assignment.
 3. Master's Equivalency shall be defined as thirty-nine (39) semester hours of credit beyond the Bachelor's Degree earned at an accredited college or university and which satisfies one but not a combination of the following conditions:
 - a. Courses which add to the skills or knowledge of the teacher and which the

teacher can apply directly to his/her current major assignment.

- b. Courses in a Degree program which is directly related to a teacher's current major teaching assignment.
4. Master's Degree is defined as a graduate degree earned at an accredited college or university.
5. Master's plus 15 hours shall be defined as fifteen (15) semester hours of graduate credit beyond the Master's degree, earned at an accredited college or university, and which satisfies one but not a combination of the following conditions:
 - a. Courses which add to the skill or knowledge of the teacher and which the teacher can apply directly to his/her current major assignment.
 - b. Courses in a degree program which are directly related to the teacher's current major assignment.
6. The Master's plus 30 hours shall be defined as thirty (30) semester hours of graduate credit beyond the Master's Degree earned at an accredited college or university, and which satisfies one but not a combination of the following conditions:
 - a. Courses which add to the skills or knowledge of the teacher and which the teacher can apply directly to his/her current major assignment.
 - b. Courses in a degree program which are directly related to the teacher's assignment.
7. Master's plus 45 hours shall be defined as forty-five (45) semester hours of graduate credit beyond the Master's Degree earned at an accredited college or university and which satisfies one but not a combination of the following conditions:
 - a. Courses which add to the skills or knowledge of the teacher and which the teacher can apply directly to his/her current major assignment.
 - b. Courses in a Degree program which are directly related to a teacher's current major teacher assignment.
8. A second (double) Master's is defined as the completion of a program separate from an individual's first Master's Degree.
9. The Certificate of Advanced Graduate Study and Certificate of Advanced Study is defined as the completion of a specific graduate program beyond the Master's Degree at an accredited college or university.
10. The Doctorate is defined as the completion of a Doctor's Degree at an accredited college or university program beyond Master's Degree. For employees who are first hired effective with the 2018-2019 school year and all subsequent school years, credit for a Doctorate for the purpose of the Salary Schedule shall apply only to Psychologists and Nurses who earn doctoral degrees in their fields.

*Major teaching assignment is defined as sixty percent (60%) or more of the current assignment at the secondary level.

Committee of Academic Review

A committee consisting of six (6) members will meet to review pertinent information for the following reasons:

1. By request of an interested party in the event of disqualification of application for placement in an advanced credit salary column.
2. To approve undergraduate courses to be taken for advanced credit. The Committee will consist of the following: the Superintendent of Schools, two (2) representatives of the Easton School Committee, two (2) representatives of the Easton Educators' Association, and the President of the Easton Educators' Association.

E. Experience Credit for Salary Schedule Placement:

1. Teachers who have full-time teaching experience in elementary or secondary public schools prior to joining the faculty of the Easton Public Schools will receive credit for salary schedule placement as described below. In addition, the Superintendent has the discretion to grant credit for experience in a private school or clinical setting based on the specific expertise of a teacher and/or the specific needs of the district.
 - a. Teachers who have been teaching full-time during the school year prior to joining the Easton faculty and teachers who have been away from teaching one (1) year or less will receive one (1) step credit for each year of full-time teaching experience.
 - b. Teachers who have been away from teaching more than one (1) year, but less than six (6) years, will receive one (1) step credit for each two (2) years of full-time teaching experience.
 - c. Teachers who have been away from teaching six (6) or more years will receive one (1) step credit for each three (3) years of full-time teaching experience.
2. Teachers who have had full-time teaching experience at the college level will receive half of the step credit given under provisions 1a, 1b, and 1c above.
3. Teachers who have served on active duty in military service for one (1) year or more will receive one (1) step credit on the salary schedule.
4. The maximum credit for previous experience is six (6) years, and no teacher new to the school system may be placed higher than Step 7 on the salary schedule, unless the School Committee decides such placement is in the best interest of the School System.

F. Experience as a part-time teacher for more than half of the teacher work year shall qualify for step credit on the salary schedule. More than half time shall be defined as follows:

1. Elementary teachers – based on six (6) hour day four (4) or more hours per day.
2. Secondary teachers - based on six (6) periods four (4) or more periods per day.
3. Regarding the six (6) day cycle at the Easton Middle School, an average of more than fifty percent (50%) of the time.
4. A workload of at least three (3) full days per week on a full-time basis.
5. The benefits received by part-time teachers working more than half-time as defined above are:
 - a. Full Health benefits.
 - b. Movement to the next step on the salary schedule.
 - c. Prorating of salary and all other benefits provided in the Contract except funeral leave. All teachers will receive the same funeral leave benefits.

More than half of a work year for a full-time teacher shall be defined as being in pay status for ninety-two (92) or more workdays in a work year.

Experience as a part-time teacher who is not more than half-time, or a full-time teacher who has not been in a pay status for more than half of a work year, as provided above, shall not qualify for step credit on the salary schedule. It is the intent of the Committee to employ full-time professional employees wherever possible.

G. Easton School Nurses without a Master's Degree shall attain Step 10. Nurses with a Master's degree have a maximum attainment of Step 11.

H. All teachers shall be required to have their regular and longevity pay checks directly deposited to a banking institution of their choosing.

APPENDIX A

A. It will be the policy of the School Committee to grant increments on the following basis. Increments will be granted to those teachers who:

1. Show a spirit of cooperation with fellow members of the instructional staff and those charged with the administration and supervision of the school program.
2. Show evidence of continued efforts to improve their daily work in the classroom.
3. Continue to keep abreast of modern developments in their field.

B. Incremental pay increases shall become effective on September 1st of that year.

C. The payment of annual salaries will be in either of the following methods:

1. Current payment 26 payments, however all staff must take a lump sum payment for pay periods 22-26. Lump sum payments will be distributed within 1 week of the last day of school.
 2. Staff may elect to have their salary in 21 equal payments, September through June.
 3. The payroll office will develop a form to be distributed to staff in May, preceding the next contract. This will enable staff to make their selection in a timely manner.
- D. A teacher who served less than one (1) full school year is entitled to receive as basic salary only an amount that bears the same ratio to the established annual basic salary as the time he/she served bears to the annual school term. Example: A teacher whose basic salary is \$10,000 and who teaches only one hundred twenty (120) days; his /her salary for the year will be 120/183 of \$10,000 or \$6557.
- E. In adopting this schedule, the School Committee expresses a policy, which it expects to follow in fixing salaries. The School Committee will make every reasonable effort to maintain this schedule, but it reserves the right to deviate when it appears to be in the best interest of the school children of Easton.

APPENDIX B

A. Guidance Ratio Salary Schedule

Guidance Counselors	1.19*
School Psychologist	1.13**

*Guidance counselors employed in Easton prior to the 2015-2016 school year shall be grandfathered at their current ratio. Guidance counselors newly hired for the 2015-2016 school year and beyond shall have a ratio of 1.11. [See also Article VIII (Workday and Year) Section B reflecting work year.]

**School Psychologists employed in Easton prior to the 2015-2016 school year shall be grandfathered at their current ratio, day, and work year subject to their current FTEs (i.e. If the individual's position was .6 FTE, the individual would not receive additional proportional days/ratio if his/her FTE were to increase). School Psychologists employed prior to the 2015-2016 school year will continue to perform the duties associated with coordination of special education, until and unless the District employs a Special Education Coordinator for the grade level(s) to which the School Psychologist is assigned. It is understood that effective with the 2015-2016 school year Special Education Coordinators will be assigned to grades levels PreK-2 and 3-5. As individuals currently employed as School Psychologists leave the District or transfer to other positions within the District, the District will have the option of replacing the School Psychologist position with a Special Education Coordinator at the Middle School and High School. School Psychologists newly hired for the 2015-2016 school year and beyond will not receive a ratio, will work the same work year as other Unit A members not subject to ratios, and will not be expected to perform the duties associated with coordination of special education.

B. Longevity

LEGACY* - Current employees (*with a start date before June 30, 2022*) will receive longevity under the Current (Legacy) Longevity Scale (begins after completing 11 years of employment) through the end of their employment with the District.

1. After eleven (11) years of service in Unit A in the Easton Public Schools, employees shall receive an annual stipend of seven hundred dollars (\$700).

2. After sixteen (16) years of service in Unit A in the Easton Public Schools employees shall receive an annual stipend of one thousand dollars (\$1,000).
3. After twenty-one (21) years of service in Unit A in the Easton Public Schools, employees shall receive an annual stipend of one thousand five hundred dollars (\$1,500).
4. After twenty-six (26) years of service in Unit A in the Easton Public Schools, employees shall receive an annual stipend of two thousand eight hundred dollars (\$2,800).
5. After thirty-one (31) years of service in Unit A in the Easton Public Schools, employees shall receive an annual stipend of three thousand three hundred dollars (\$3,300).

NEW*: All New employees (*with a start date on or after June 30, 2022*) will earn longevity only after the completion of fourteen years in the district. The New Longevity Scale of payments for these employees will be as follows:

1. After fourteen (14) years of service in Unit A in the Easton Public Schools, employees shall receive an annual stipend of seven hundred dollars (\$700).
2. After nineteen (19) years of service in Unit A in the Easton Public Schools employees shall receive an annual stipend of one thousand one hundred dollars (\$1,100).
3. After twenty-four (24) years of service in Unit A in the Easton Public Schools, employees shall receive an annual stipend of one thousand five hundred dollars (\$1,500).
4. After twenty-nine (29) years of service in Unit A in the Easton Public Schools, employees shall receive an annual stipend of two thousand eight hundred dollars (\$2,800).
5. After thirty-four (34) years of service in Unit A in the Easton Public Schools, employees shall receive an annual stipend of three thousand three hundred dollars (\$3,300).

*The above stipends shall not be cumulative.

*Bargaining unit members shall have the option of having longevity payments added to their annual salary or receiving such compensation in a lump sum separate check on the Wednesday next following the second pay period in September.

Note 1: The maximum salary for non-degree teachers is Step 10 Bachelor's Level.

Note 2: Teachers with Master's Equivalency status can move to Master's Maximum and can move to Master's Plus 15 and Master's Plus 30 levels after completing appropriate course work.

APPENDIX C

A. Factors to be considered in determining Department Head Salaries:

1. Basic salary for Department Heads:

Effective September 1, 2022 - \$3,685.00

Effective September 1, 2023 - \$3,777.00

Effective September 1, 2024 - \$3,853.00

2. In addition, Department Heads shall be paid by the following amounts for each teacher in the department or fraction twenty percent (20%) or larger thereof:

Effective September 1, 2022 - \$165.00

Effective September 1, 2023 - \$169.00

Effective September 1, 2024 - \$173.00

3. The X-factor shall be as follows:

Effective September 1, 2022 - \$1,444.00 - \$3,458.00

Effective September 1, 2023 - \$1,480.00 - \$3,544.00

Effective September 1, 2024 - \$1,510.00 - \$3,615.00

This is to be determined by performance, responsibility, supply and demand, inventory, equipment, books, material, and safety. This sum would be determined by the Easton School Committee upon recommendation of the Superintendent of Schools after consulting with the particular Department Head.

B. Stipends: The parties will form a small joint committee to review potential changes to the stipends set forth in Appendix C. The committee will begin meeting immediately following ratification of this Memorandum of Agreement and will complete its work within four months thereafter. Any increases that are ratified by the parties will be retroactive to September 1, 2022.

**Update will be forthcoming.*

		2022- 2023*	2023- 2024*	2024- 2025*
A.	Home Teaching (per hour)			
B.	Workshop Presentation			
C.	Curriculum Leaders			
D.	Lead Nurse			
E.	Ticket Gate Manager			
F.	Senior Class Advisor			
G.	Junior Class Advisor			
H.	Sophomore Class Advisor			
I.	Freshman Class Advisor			

		2022- 2023*	2023- 2024*	2024- 2025*
J.	OAHS Student Council			
K.	OAHS National Honor Society			
L.	OAHS Yearbook Advisor			
M.	OAHS Yearbook Financial Advisor			
N.	Medium			
O.	Olivian			
P.	OAHS Math Team			
R.	OAHS Art Club			
S.	OAHS Architectural/Engineering Club			
T.	DECA			
U.	Future Teachers of Am. Club			
V.	OAHS Gay Straight Alliance			
W.	Best Buddies Advisors			
X.	OAHS Green Team			
Y.	Science League Competition			
Z.	Science Olympiad			
AA.	Environthon Advisor			
BB.	OAHS Spanish Club			
CC.	OAHS French Club			
DD.	Foreign Exchange Advisor			
EE.	Foreign Travel Advisor			
FF.	Washington Close Up Advisor			
GG.	EMS Student Council			
HH.	EMS National Junior Honor Society			
II.	EMS Math Team			
JJ.	EMS Yearbook Advisor			
KK.	EMS Student of the Month Program			
LL.	HANDS Advisor			

		2022- 2023*	2023- 2024*	2024- 2025*
MM.	Peer Mediation Coordinators (4)			
NN-1	Peer Assistant Leader (PAL) -2 EMS			
NN-2	Multicultural Club - OAHS			
OO.	Social Competency Leader – Open Circle			
PP.	Elementary Math/Science Literacy (5)			
QQ.	Drama Coach			
RR.	Oliver Ames Musical			
SS.	Musical Director			
TT.	TRI-M Music Director			
UU.	Marching Band Director			
VV.	Percussion Coordinator			
WW.	Marching and Maneuvering			
XX.	Marching Band Visual Designer			
YY.	Color Guard Coordinator			
ZZ.	Color Guard Assistant			
AAA.	Assistant Music Advisor			
BBB.	Concert Band/Jazz Director			
CCC.	Full Chamber Orchestra			
DDD.	Pit Band Director			
EEE.	Show Choir			
FFF.	OAHS Show Choir Choreographer			
GGG.	EMS Jazz Band			
HHH.	EMS Show Choir Director			
III.	6th Grade Jazz Band			
JJJ.	6th Grade Show Choir			
KKK.	OAHS Mock Trial			
LLL.	OAHS SAAD			
MMM.	OAHS Robotics Club			
NNN.	OAHS Latin Club			

		2022- 2023*	2023- 2024*	2024- 2025*
OOO.	OAHS Wellness Center Coordinator			
PPP.	EMS Show Choir Assistant			
QQQ.	EMS Junior Chamber Orchestra			
RRR.	EMS Robotics Club			
SSS.	EMS Earth Squad			
TTT.	EMS Freedom Writers			
UUU.	EMS National History Day Coordinator			
VVV.	Wiffleball Club			
WWW.	Ultimate Frisbee Coach			
XXX.	Hockomock Model Senate			
YYY.	EMS Video Club			
ZZZ.	School on Wheels (OA/EMS Shared)			

If more than one teacher fills any of the above positions, the stipend shall be divided among those teachers.

Effective 2015, three additional stipends: one Mentor Program Coordinator will be paid \$2000 and two Mentor Program Facilitators will be paid \$300.00 each.

Activities covered: Evening and weekend activities except afternoon athletic events and graduation activities.

APPENDIX D

Coaching Athletic Stipends

Inclusion of the coaching athletic stipends is for the sole purpose of reflecting negotiated amounts. Inclusion of these stipends does not signify application of other provisions in the contract to athletic coach positions.

**Update will be forthcoming.*

Coaching Area	Level	Season	*2023 1-3 Years	*2023 4-6 Years	*2023 MAX	*2024 1-3 Years	*2024 4-6 Years	*2024 MAX	*2025 1-3 Years	*2025 4-6 Years	*2025 MAX
Football	Head Coach	Fall									
Basketball	Varsity Coach	Winter									
Baseball/Softball	Varsity Coach	Spring									
Ice Hockey	Varsity Coach	Winter									
Soccer	Varsity Coach	Fall									
Field Hockey	Varsity Coach	Fall									
Lacrosse	Varsity Coach	Spring									
Wrestling	Varsity Coach	Winter									
Gymnastics	Varsity Coach	Winter									
Volleyball	Varsity Coach	Fall									
Cross Country	Head Coach	Fall									
Indoor Track	Head Coach	Winter									
Spring Track	Head Coach	Spring									
Tennis	Head Coach	Spring									
Swimming	Head Coach	Winter									
Golf	Head Coach	Fall									
Skiing	Head Coach	Winter									
Cheerleading-Football	Head Coach	Fall									
Cheerleading-Basketball	Head Coach	Winter									
Cheerleading-Hockey	Head Coach	Winter									
Football	Assistant #1	Fall									
Football	Assistant #2	Fall									
Football	Junior Varsity	Fall									
Football	Freshman #1	Fall									
Football	Freshman #2	Fall									
Field Hockey	Junior Varsity	Fall									
Field Hockey	Freshman	Fall									

Coaching Area	Level	Season	*2023 1-3 Years	*2023 4-6 Years	*2023 MAX	*2024 1-3 Years	*2024 4-6 Years	*2024 MAX	*2025 1-3 Years	*2025 4-6 Years	*2025 MAX
Field Hockey	Grade 7 & 8	Fall									
Basketball	Junior Varsity	Winter									
Basketball	Freshman	Winter									
Basketball	Grade 7 & 8	Winter									
Basketball	Grade 7	Winter									
Soccer	Grade 7 & 8	Fall									
Ice Hockey	Junior Varsity	Winter									
Spring Track	Assistant #1	Spring									
Spring Track	Assistant #2	Spring									
Cross Country	Assistant #1	Fall									
Cross Country	Freshman	Fall									
Baseball/Softball	Junior Varsity	Spring									
Baseball/Softball	Freshman	Spring									
Lacrosse	Junior Varsity	Spring									
Soccer	Junior Varsity	Fall									
Volleyball	Junior Varsity	Fall									
Volleyball	Freshman	Fall									
Volleyball	Grade 7 & 8	Fall									
Wrestling	Junior Varsity	Winter									
Wrestling	Grade 7 & 8	Winter									
Indoor Track	Assistant #1	Winter									
Swimming	Assistant #1	Winter									
Cheerleading-Football	Assistant #1	Fall									
Cheerleading-Basketball	Assistant #1	Winter									
Cheerleading-Hockey	Assistant #1	Winter									

ARTICLE V- PAYROLL DEDUCTIONS

A. Dues

The Committee agrees to deduct from the salaries of its employees' dues for the Easton Educators' Association, Massachusetts Teachers Association, and the National Education Association as said employees individually and voluntarily authorize the Committee to deduct and to transmit the monies promptly to such association or associations. Employees' authorization will be in writing in the form set forth by the Massachusetts Teachers Association.

B. Financial Institution

Upon written request by teachers, payroll deductions will be made for membership and participation in any financial institution authorized by specific agreement between the School Committee and the Easton Educators' Association and authorized by Massachusetts statutes.

ARTICLE VI- TUITION PAYMENT

- A. The Easton School Committee will reimburse nine hundred and fifty dollars (\$950) for courses which show a direct relationship to the individual's current assignment or courses in a degree program, which are directly related to the employee's current major assignment. These courses must be approved by the Superintendent of Schools prior to their being taken and a transcript from the college, along with a receipt of tuition paid, must be presented upon completion of the course in order to qualify for payment. Available vouchers can be used for any course.
- B. Speech & Language Therapists, Occupational Therapists, Nurses, and Psychologists may access seven hundred dollars (\$700) per school year (September 1st to August 31st) in order to acquire the Continuing Education Units necessary to maintain a license.
- C. The provision of this article should not exceed the budgeted amount for that fiscal year, nor shall less than fifty thousand dollars (\$50,000) be budgeted in any fiscal year.
- D. If a course is taken for degree credit, it must meet the requirements of the college or university, and the grade must insure continuation in the program.
- E. Voucher courses are subject to the same conditions as tuition courses in order to qualify for reimbursement of fees and to insure horizontal movement on the salary schedule. However, during the last period before expiration, vouchers may be used for courses, which do not relate to an individual's assignment. In the event voucher courses are not approved for salary credit, Article IV, Section D, may be invoked by the party denied horizontal movement on the salary schedule.
- F. All courses must be taken at accredited institutions, and in order to ensure a high degree of quality, no persons will be permitted to enroll in more than one (1) three (3) credit course at a time when schools are in session.

This applies to the regular school year of the Town of Easton and does not restrict the number of courses, which may be taken during the summer. Any courses taken during

the summer will not be reimbursed until after the start of the school year in September and the employee has resumed his/her assignment in Easton.

ARTICLE VII- VACANCIES AND TRANSFERS

A. Definitions

1. Vacancy – a newly created position or a position vacated by a member of the bargaining unit, by reason of resignation, death, transfer or leave of absence. A bargaining unit position to which a professional employee has recall rights shall not be considered a vacancy. Therefore, recall takes precedence over requests for transfer.
2. Transfer – is the movement of a teacher in one school and placement in a similar or comparable position to another school building on the same status and salary level.

B. Notice of all vacancies during the school year shall be posted for at least ten (10) days on a bulletin board provided for such notices in each school building and to bargaining unit members' EPS email address. Such notices shall include the job title and the closing date for applications. If vacancies occur during the summer recess, an email notice shall be sent to the President of the Association and to the bargaining unit members' EPS email address.

C. When the only applicants for a vacancy within the bargaining unit are members of the bargaining unit, and qualifications and other relevant factors are substantially equal, members of the bargaining unit with professional teacher status shall be given preference for the position based on seniority. When applicants include persons outside the bargaining unit and qualifications and other relevant factors are substantially equal, bargaining unit members with professional teacher status shall be given preference for the position on the basis of seniority.

D. In case of involuntary transfer or when transfer becomes necessary because of a reduction in staff, the department(s), teaching areas, involved grades, or qualified volunteers shall be considered before any directed transfer is made.

E. An involuntary transfer will only be made after a meeting between the employee involved and the Superintendent, at which time the employee will be notified of the reason(s) for the transfer.

F. In the event of a change in the number of sections at a grade level within a school building, volunteers from the staff at the grade level(s) affected within the building shall be considered for a change in assignment before any directed transfer is made.

G. The terms of Section D shall also apply to any qualified teacher being involuntarily transferred or reassigned.

H. Except as specifically provided in this Agreement, involuntary transfers are not subject to grievance.

ARTICLE VIII - WORKDAY AND YEAR

- A. Personnel covered under Unit A, with the exception of (1) Guidance Counselors, (2) School Psychologists hired prior to the 2015 - 2016 school year, and (3) Adjustment Counselors hired prior to the 2015 - 2016 school year, will begin no earlier than the Monday before Labor Day and terminate no later than June 30th. Students generally will be in attendance for one hundred eighty (180) days. The work year for teachers shall not exceed one hundred eighty-three (183) days. The first day for teachers shall include an orientation, with the remainder of the day reserved for teacher preparation. The last day for teachers and students shall consist of a full day for teachers and a half day for students. The two additional days for teachers will be scheduled during the course of the school year for the purpose of participating in professional activities, including professional development.

The work year will include days when pupils are in attendance, orientation days at the beginning of the school year, conference days, and any other days on which teacher attendance is required. Orientation days for new teachers are not to be included in the above provision.

- B. Guidance counselors who receive a ratio of 1.19 will work the work year as defined for Unit A personnel plus an additional twenty-six (26) days. Guidance counselors who receive a ratio of 1.11 will work the work year as defined for Unit A personnel plus an additional fifteen (15) days. In both instances, such days shall include one (1) week before the opening of school and one (1) week after the close of school. All other days will be scheduled by the Director of Guidance.

School psychologists who receive a ratio of 1.13 will work the work year as defined for Unit A personnel plus an additional eighteen (18) days. The days worked will include one (1) week before the opening of school and one (1) week after the close of school. All other days will be scheduled by the Director of Special Services.

Adjustment Counselors employed in Easton prior to the 2015-2016 school year will work the work year as defined for Unit A personnel plus additional days at a per diem rate as follows: Fifteen (15) days at the High School; ten (10) days at the Middle School; and eight (8) days at the Richardson/Olmsted School. Adjustment Counselors at schools other than the High School, Middle School and Richardson/Olmsted shall have the work year as defined for Unit A personnel. All Adjustment Counselors newly hired for the 2015 - 2016 school year and beyond, regardless of school assignment, shall have the work year as defined for Unit A personnel.

- C. The length of an employee's workday is six (6) hours and fifty-five minutes Monday through Thursday and six (6) hours and forty (40) minutes on Friday and before vacations and holidays.

The workday for Guidance and Psychological staff shall be:

A half hour before school and one hour after school Monday through Thursday, and a half hour before school and a half hour after school on Friday. When school is not in session, the workday will be 8 a.m. to 2:30 p.m.

It is recognized that Department Heads may be required to spend a reasonable amount of time in excess of the workday for meetings related to Department Heads' duties.

The starting and dismissal times shall be established by the School Committee. In the event of any change in such starting and dismissal times the Superintendent shall, within a reasonable time, give written notice to the President of the Association stating reasons for such a change.

- D. Teachers assigned to Kindergarten through Grade Eight are required to attend no more than one (1) Parent Night (Back to School Night) per school year. Two (2) released time days and one (1) evening shall be scheduled for parent conferences each fall for Grades Kindergarten through Grade Eight and again each spring for teachers assigned to Kindergarten through Grade Five, provided that such conference days shall be scheduled on Thursdays and Fridays. Such teachers shall schedule parent conferences and meet with all parents who desire conferences during such times. During such parent conference times, teachers shall not be required to be present except during the times in which such teacher has scheduled conferences with parents.

Teachers assigned to Grade Nine through Grade Twelve may be required to attend up to two (2) evening parent conferences or meetings per school year. In addition, one released time day may be scheduled for parent conferences each fall for grades nine through twelve. During such parent conference times, teachers shall not be required to be present except during the times in which such teacher has scheduled conferences with parents.

- E. Except for unusual circumstances, personnel in Unit A shall be required to attend one (1) meeting per month during the school year.
- F. The work day immediately preceding the December break shall be a half day for Unit A members.

ARTICLE IX – TRAVEL FUNDS

Members of Unit A are entitled to attend out-of-state conferences contingent upon the availability of funding and the approval of the Superintendent.

Approved travel will be reimbursed at the prevailing rate set by the Town of Easton.

ARTICLE X- PROTECTION

The Committee shall indemnify and otherwise provide legal counsel for employees for matters relating to their employment to the extent required by Mass. Gen Laws Ch 268A.

ARTICLE XI – LEAVES

A. Sick Leaves

Personnel in their first year of employment in Easton will accrue 1.5 days per month of active employment thereafter for a total of fifteen (15) days per year. (Active employment is construed to mean days worked.) Sick leave may be accumulated from year to year at the rate of fifteen (15) days per year.

All other personnel will be entitled to fifteen (15) days of sick leave each school year as of the first official day of said school year whether or not they report for duty on that day. If a person completed the previous school year using days, he/she will not be entitled to accumulate sick days the following year until he/she returns to work, at which point sick days will be prorated for that year. Sick leave may be accumulated from year to year at the rate of fifteen (15) days per year without limit.

Upon request of the Superintendent a medical certificate shall be required to be filed with the Superintendent of Schools after five (5) consecutive days of sick leave and filed monthly for consecutive sick leave after the first five (5) days. Five (5) days per year will be allowed for family illness. In addition, the Superintendent may grant use of up to an additional five (5) days of accumulated sick leave when the teacher's presence is necessary to attend to the needs of an immediate family member (as defined in Section D below) who is suffering from a catastrophic illness or injury. The Superintendent may require submission of a medical certification as a condition of granting days for catastrophic illness or injury. All family illness days will be deducted from accumulated sick leave.

B. Personal Business Leaves

Employees shall be entitled to three (3) additional days of leaves of absence without loss of pay for religious, personal, legal, business, household, or family matters which require absence during school hours. Notification for such leave will be delivered to the Superintendent's office prior to the close of business two (2) working days prior to the requested personal leave day, except in case of emergency. (Example: a request for a personal leave day on Wednesday must be filed in the Superintendent's Office before the close of business on the previous Monday.) A personal day immediately before or after a holiday or vacation period may be granted by the Superintendent if a significant personal reason is provided. The granting of days immediately before a holiday or vacation shall be at the sole discretion of the Superintendent. Employees shall not be required to state the reason for taking personal leave other than that such leave is taken under this Section unless seeking to obtain Superintendent approval for a personal day immediately before or after a holiday or vacation period.

If an employee does not use all of his or her personal leave days in a year, up to two such remaining personal days will be added to the employee's accumulated sick leave.

C. Association Leave

In each school year, the Association will be granted up to five (5) days to be used by witnesses and participants only in hearings before an arbitrator under Article III, Level IV, or hearings before the Labor Relations Commission. Any fractional day used for these purposes shall be counted as a full day. (One witness equals one day).

D. Funeral Leave

In the event of a death, the Superintendent may grant days without loss of pay as follows:

- o Up to five (5) workdays due to the death of a spouse, parent, child, grandchild, sibling, or any relative or domestic partner residing in the same household.
- o Up to three (3) workdays due to the death of a grandparent, father-in-law, mother-in-law, brother-in-law, sister-in-law.

In addition, the Superintendent shall also have the discretion to grant requests for bereavement leave based upon individual relationships and circumstances not identified above. Bereavement days are generally consecutive school days immediately following or including the day of death. However, in the event services are not held promptly after a death, the Superintendent shall have the discretion to grant the funeral days as outlined above when services are scheduled.

E. Jury Duty Leave

An employee required to serve on jury duty shall be paid by the Committee the difference between his/her regular compensation and the compensation received for jury duty, upon presentation of certification of compensation paid by the court. Travel allowance shall not be included in the compensation paid by the court.

ARTICLE XII- SICK LEAVE BANK

- A. The Sick Leave Bank will be maintained by the Association for use of bargaining unit members who voluntarily contribute accumulated sick leave. The maximum number of days a Sick Leave Bank member may access the Bank is one hundred eighty-two (182) days within any five-year period. Members of Unit A may join and access the sick leave bank in their third year of employment.

The Sick Leave Bank shall be administered by a Sick Leave Bank Committee comprised of five (5) members. Three (3) members shall be designated by the Association and two (2) members designated by the Superintendent.

The purpose of the Sick Leave Bank is to provide paid sick time to those who have exhausted all personal sick time and who are experiencing a personal medical crisis.

- B. The Sick Bank Membership shall be voluntary. Bargaining unit members shall be eligible to join by signing the Sick Bank Authorization card and donating one day from their accumulated sick leave and thereafter as necessary by assessment of the Sick Leave Bank Committee.

- C. All requests for Sick Leave Bank Days shall be in writing and using the attached "Sick Leave Bank Request Form", forwarded to the Sick Leave Bank Committee. The request shall include a written statement from the professional employee's physician indicating the nature and the extent of the illness or injury and the estimated time that the employee will need to make a full recovery.
- D. Subject to the foregoing requirements, a majority of the Sick Leave Bank Committee will determine the eligibility for the use of the Bank and the amount of leave to be granted. The Sick Leave Bank Committee may grant no more than twenty (20) days per request per member. After the initial request, the employee may apply for additional days.
- E. A majority of the Sick Leave Bank Committee will determine the eligibility for the use of the Bank and the amount of leave to be granted, subject to the foregoing requirements and as stated herein.
- F. In administering the Bank and determining the amount of leave, the following general criteria shall be applied by the Committee:
 - a. medical evidence of serious extended illness by an appropriate medical provider;
 - b. other factors as a majority of the Sick Leave Bank Committee may deem appropriate

No days may be withdrawn from the Bank for any illness other than prolonged illness or accident. Days may not be withdrawn to permit an individual to stay at home or to care for other members of the family.

- G. The decision of the Sick Leave Bank Committee with respect to eligibility and entitlement shall be final and binding and not subject to appeal.
- H. Whenever the number of days in the Sick Leave Bank falls below one hundred (100) days, the Sick Leave Bank members shall be assessed one (1) sick leave day from their accumulated sick leave. Within thirty (30) days thereafter, the Sick Leave Bank Committee shall deposit the days into the Sick Leave Bank until the Bank reaches four hundred (400) days.
- I. Days granted but not used by the applicant will be returned to the Bank.

Sick Leave Bank Request Form is attached as an Appendix; Physician Form attached as an Appendix.

ARTICLE XIII – WORKERS’ COMPENSATION

Whenever an employee is absent from school as a result of personal injury (caused by an accident or assault) arising out of and in the course of the employee’s employment, the employee may use any paid sick time he/she has accumulated on a pro rata basis, such that his salary will, when combined with Worker’s Compensation, be equal to the regular take home pay. The employee will not benefit and make more money, nor take home less pay, while collecting Workers Compensation. The employee shall use sick leave for the first ten (10) days.

ARTICLE XIV – PARENTAL LEAVE

- A. Parental leaves will be granted to employees in accordance with the Massachusetts Maternity/Paternity Leave Act at M.G.L. Ch. 149, Section 105D (MPLA) and the Family Medical Leave Act (FMLA). To the extent both statutes apply, leave under the two statutes shall run concurrently. Further, leave under these statutes shall run concurrently with leave under this article.
- B. An employee who wishes to take leave under this section shall inform the Superintendent in writing on a designated form of the anticipated date of departure as soon as possible and at least four (4) weeks in advance. (In the event of notification by an appropriate agency of an adoption date less than four (4) weeks in advance, the notice date will be adjusted accordingly.) At the time of the notification, the employee will select one of the following two (2) options, to the extent eligible:

Option A – Statutory Leave Only: Unpaid Massachusetts Parental Leave (M.G.L. Ch. 149, Section 105D) or unpaid leave under the Family Medical Leave Act Leave. An employee who is pregnant or giving birth may substitute the employee’s own accumulated sick time to cover days during the school year when the employee is medically incapacitated from working in the employee’s professional role. An employee who gives birth is presumed to be medically incapacitated from working for twelve (12) weeks immediately following the birth. In the event the employee is medically incapacitated for any other period, the employee must submit adequate medical evidence of such incapacity in order to substitute additional paid sick time. Employees who are adopting or otherwise taking parental leave without giving birth may substitute twenty (20) workdays of paid leave, five (5) of them from their allotment of family sick days for the year and fifteen (15) from their accrued personal sick time. The duration of Statutory Leave shall not exceed that provided by MPLA (i.e., 8 weeks per birth/adoption, immediately following the birth/adoption) or FMLA (i.e., total of 12 consecutive workweeks within a 12-month period), whichever is applicable.

Option B – Statutory Leave, with Extended Leave for Employees with Professional Teacher Status: In addition to the employee’s Statutory Leave (with application of paid time as provided under Option A), the employee may take extended leave starting at the beginning of the school year or the beginning of a semester or vacation period, and ending on the first day of the school year immediately following the birth/adoption or the first day of the next school year.

- C. At the time the employee requests and is granted leave under this Article, the anticipated date of return shall be specified in accordance with Option A or B above.

An employee on Extended Leave under Option B must notify the Superintendent by March 15 of the calendar year in which the leave expires of the employee's intent to return to work in the school system as scheduled. A failure to comply with this requirement shall be deemed a voluntary resignation.

- D. In the event both parents work for the District, they shall be entitled only to split the entitlements under the FMLA and/or the MPLA, whichever is applicable. In addition, only one of the two parents shall be entitled to extended leave under Option B.
- E. If an employee does not return to work in the District for at least one (1) complete school year following the termination of leave under this article, the sick leave benefits paid shall be repaid to the Committee or the Town of Easton, unless such return is not possible because of circumstances that were not known at that time that the leave commenced and that are beyond the employee's control.
- F. In the event of miscarriage or death of the child prior to termination of the leave, the person may make written application for reinstatement prior to the previously established date. Such application may be granted by the School Committee upon recommendation of the Superintendent of Schools.
- G. An employee with professional status returning from a leave will be placed on the next step of the schedule if she had been actively employed by the Easton School System for more than ninety-one (91) days in the school year during which the leave commenced. Upon return, all benefits that were accumulated on the date the leave began shall be restored.
- H. An employee returning from a parental leave less than one (1) year in length shall have a right to return to the grade level or department as well as the school to which he/she was assigned at the commencement of the leave, unless there has been an elimination of courses or programs, reduction in force, or other change that makes such an assignment impossible, in which case the assignment shall be to as nearly comparable a position as possible.
- I. An employee returning from an extended parental leave of at least a full year, unless there has been a reduction in force that would have affected him/her, will be returned to the same or a similar position to which he/she was assigned at the commencement of the leave with all benefits (including seniority) that he/she has accrued at the commencement of the leave.
 - 1. "Similar" means when an employee leaves as a full-time employee the employee returns as a full-time employee.
 - 2. The leave will not break seniority but will not be included to determine one's total length of service.

- J. It is recognized that once an employee elects Option A or Option B with a specified return date, that election may not be revoked.

ARTICLE XV- CLERICAL AIDES

- A. The School Committee will provide one (1) full-time clerical aide to be shared by the Easton Middle School and the Oliver Ames High School, and one (1) clerical aide for each elementary school. The primary duty of these aides will be to provide clerical assistance for teachers and nurses, and these aides will be given administrative duties only when all work for teachers and nurses has been completed.
- B. At the secondary level, the School Committee will provide one (1) full-time clerical aide for Department Heads. This clerical aide will be scheduled in the respective departments by the High School Principal.

ARTICLE XVI – PROFESSIONAL IMPROVEMENT LEAVE & CAREER CHANGE LEAVE

A. Professional Improvement Leave

Upon written recommendation by a Professional Improvement Committee consisting of three (3) persons chosen by the Easton Educators' Association, three (3) members chosen by the Easton School Committee, and the Superintendent of Schools acting as a chairman, professional leaves will be granted for study to a member of Unit A or Unit B by the Easton School Committee subject to the following conditions:

1. The program of professional study must be in a discipline that, in the opinion of the Professional Improvement Committee, shall further enhance the value of the individual within their current assignment, or that, in the opinion of the Professional Improvement Committee, is such a program that will benefit the Easton School System.
2. No more than two (2) of the personnel mentioned above will be absent on Professional Improvement Leave at any one time. Leave will also be granted to a teacher or administrator who is within one (1) year of in his/her Doctorate Program, providing he or she must spend one (1) year in residency to complete such a program.
3. Requests for Professional Improvement Leave must be received by the Superintendent of Schools in writing in such form as may be required by the Superintendent of Schools as early as possible, and no later than April 15th; and action must be taken on all requests no later than May 1st of that school year preceding the school year for which the Professional Improvement Leave is requested. A letter of intent must be filed with the Superintendent of Schools on or before December 15th of the previous year.

4. The person has completed at least five (5) consecutive full school years with the Easton Public Schools.
5. Personnel on Professional Improvement Leave will be paid at the following rates, provided such pay, when added to any Program Grant, will not exceed the regular salary rate:
 - 50 percent after 5 years
 - 60 percent after 6 years
 - 75 percent after 7 years or more
6. Upon completion of the Professional Improvement Leave, a person will be placed on the Salary Schedule on the step as if he/she were teaching. No loss of step will result from a person using this leave.
7. A person, upon completion of their leave, will agree to return to the Easton School System for a period of two (2) years. If the person fails to fulfill two (2) years of service after his/her return, he/she shall return to the Town of Easton a sum of money which shall bear the same proportion to the salary paid during the Professional Improvement Leave as the amount of unfilled service bears to the two-year obligation; said sum of money to be paid within a one-year period commencing on the day of termination of employment.

B. Career Change Leave

1. Subject to the conditions set forth in this Article, a leave of absence will be granted to bargaining unit members to explore the possibility of a career change.
2. To be eligible, an employee must have eight (8) or more years of seniority at the time the written application for the leave is filed with the Committee.

Self-employment is considered to be employment, for purposes of this Article, only if it is bona fide.

The application will state the name of the potential new employer and the capacity in which the applicant is to be employed. Such employment must be on a full-time basis for the period of the leave, except as provided in Section 3, below.

3. An employee may also explore the possibility of retirement under the terms of this provision. In such case, the employee must be vested under the Massachusetts Teachers Retirement Plan. An employee exploring the possibility of retirement shall not be required to be employed for the period of the leave.

4. All leaves will be for a period of one (1) year commencing on September 1 and ending on August 31. An employee shall be eligible for only one (1) such leave during the term of his/her service in Easton.
5. In case of a large number of applicants, the Committee reserves the right to establish a ratio in the best interest of the Easton Public Schools. The ratio shall be as follows:

No more than ten percent (10%) of the persons covered under this Agreement may be granted leave at one time. The Committee reserves the right to deny the leave if it feels the department, school, and/or grade level will be seriously affected by the leave. Seniority should be a consideration but not the deciding factor in determining the recipients of leave requests.
6. A person returning from a leave under this Article, unless there has been a reduction in force that would have affected him/her, will be returned to the same or a similar position to which he/she was assigned at the commencement of the leave with all benefits (including seniority) that he/she has accrued at the commencement of the leave.
 - a. Similar means when an employee leaves as a full-time employee the employee returns as a full-time employee.
 - b. The leave will not break seniority but will not be included to determine one's total length of service.
7. Employees taking this leave may continue group health and life insurance coverage during the time of the leave as provided by the Committee for full premium cost. Failure to forward full premium payments to the Committee and to comply with all other conditions imposed by the insurance carrier will terminate this option.
8. Notification Requirements
 - a. The Committee must be notified in writing of the request no later than the January 1 directly preceding the year in which the leave is to be taken.
 - b. The Committee must notify the applicant in writing of its decision regarding the request no later than the February 1st directly preceding the year in which the leave is to be taken.
 - c. If approval is granted to the applicant, the leave will not be rescinded after the seventh (7th) day from the date of approval.

- d. If the employee, taking the leave, does not notify the Committee of his/her intent to return by the March 15 directly preceding the end of the leave, the absence of notification will be considered a resignation.

ARTICLE XVII – TEACHING LOAD

- A. All teachers in Grades Six (6) through Twelve (12) will be guaranteed at least one (1) individual planning period per day (unless being compensated for teaching an additional class). A preparation period shall be the same length as the normal teaching period. Travel from one school to another school shall not be considered preparation time. Such preparation periods shall be in addition to the teacher's duty-free lunch period.

Secondary level English Teachers for Grades Nine (9) through Twelve (12) shall teach five (5) classes per day, one of which shall be a writing seminar.

- B. The teaching load of certain Department Heads (science, social studies, English, mathematics, and world language) will be reduced by two (2) classes as described in paragraph A in order to provide adequate time for supervision and observation. For the English Department Chair, this will result in a schedule of 3 regular classes, but no Writing Seminar. The teaching load of other Department Heads who supervise no more than ten (10) teachers will be reduced by one class. The non-teaching time is to be used for duties related to the function of the Department Head.
- C. Additional classes for secondary teachers above the numbers specified in A and B of this Article shall be voluntary and shall be compensated at the rate of fourteen percent (14%) of their salary. Compensation will be prorated for the duration of the assignment. Teachers volunteering to teach an extra period will remain in the non-teaching duty rotation and will have duties assigned as other secondary teachers.
- D. Secondary administrators shall make every effort to arrange teaching schedules so that no teacher has more than three (3) preparations daily. A preparation shall be defined as a preparation for a different course. Preparation for a different group or level of the same course shall not be counted as additional preparation. Double periods shall count as one (1) preparation and classed under C above shall not be counted in determining the number of daily preparations. In the event that it is necessary to schedule academic teachers for more than three (3) daily preparations, these teachers shall be paid six hundred dollars (\$600) for each daily preparation above three (3).
- E. All bargaining unit members assigned to Kindergarten through Grade Five shall have a duty-free preparation period of at least forty (40) consecutive minutes during the student day for five (5) days each week. Teachers shall have a thirty (30) minute lunch period and a thirty (30) minute planning period exclusive of one (1) lunch duty day. (See Article XVIII) Student passing, supervision, and traveling time from school to school shall not be considered preparation time.
- F. Both the Easton School Committee and the Easton Educators' Association recognize that teachers, to perform effectively, need ample advance notice of the subjects or grades they will be teaching each school year. However, both parties recognize that circumstances may arise requiring late changes in teaching assignments prior to the start of a school

year. Balancing these interests, the procedures below are to be followed in assigning teachers their regular teaching duties:

1. When changes in these tentative assignments become necessary after the close of the school year and before the second week of August, principals are to send written notices promptly to the teachers involved.
 2. Whenever possible, principals should avoid making changes in teaching assignments after the second week of August and generally such changes should be made only to accommodate sudden changes in enrollment or available classroom space or unexpected resignations. Furthermore, principals should make every effort to have assignment changes after the second week in August accepted voluntarily by the teachers involved.
- G. No teacher will be required to take more than one (1) student teacher in a three (3) year period. Supervising teachers should not be required to substitute for a teacher who is absent for a day.
- H. Class Size
1. Kindergarten through grade six (6).
 - a. Wherever possible at the beginning of each school year, the size of all classes, system wide, at each grade level shall be equal. Prior to the beginning of each school year, wherever possible, teachers will be assigned to provide equalization of class size throughout the system. The transfer or reassignment of teachers to achieve such equalization shall be as provided in Article VII of this Agreement.
 - b. Wherever possible after the beginning of the school year, any additional scheduling of students to any classes shall be done in a manner, which will continue to equalize class size.
 2. The equalization of class size shall be subject to existing teaching staff and available space.
- I. This Article is subject to renegotiation as an individual Article if a change in the present school schedule should be necessitated.
- J. Whenever possible, a Professional Employee shall not be removed from his/her regular assignment to substitute for another Professional Employee who is absent from his/her class.
- K. When teachers are involved in inclusion (integrated, clustered, or co-taught classes), where Special Needs students are scheduled into the regular education classes, the following should be part of the process:
1. Volunteer teachers shall be sought first.
 2. All teachers should have adequate training.

3. Attempts will be made within the buildings to provide common planning time specifically designated for facilitating the learning of integrated students.
- L. Whenever a physically challenged student is assigned to a class, a procedure will be established to address the needs of the student as a result of the I.E.P. The input of the classroom teacher is necessary to address student needs in the mainstreaming effort for physically challenged students.
- M. Bargaining unit members shall not be required to substitute, including supervisory duties, for other teachers except in the case where a teacher leaves during the school day because of illness, injury, or other emergency.
- N. Grades shall be due three (3) school days following the close of the grading period for the term.

ARTICLE XVIII – LUNCH BREAK

At the Kindergarten to Grade Five (5) level, in order to give each teacher adequate time for lunch, a sufficient number of teacher aides shall be employed by the Easton School system to relieve the teachers of all cafeteria, classroom and playground duties during the noon hour so that each teacher will have thirty (30) minutes for lunch and a thirty (30) minute planning period exclusive of lunch duty days. (See Article XVII Section 5). It is further agreed that there shall be no addition to the kinds of duties performed by elementary teachers during the school lunch time to those which had been performed prior to March 1, 2017. School nurses shall be guaranteed a thirty (30) minute duty free lunch period every day, provided that the thirty (30) minute planning period for teachers does not apply.

ARTICLE XIX – REGULAR DUTIES

- A. Where possible all regular duties will be assigned equally on a rotating basis to all bargaining unit members within a building, except for guidance counselors, school psychologists, and as otherwise provided in Article XVII, Section A second paragraph and Section B.
- B. Teachers assigned to grades seven through twelve, who travel between buildings, will not be assigned homeroom duty. In the event the monthly faculty meeting has to be rescheduled, the Principal will provide five (5) calendar days' notice of the rescheduled date.
- C. Regular duties are those duties that occur regularly and are ancillary or supportive of the administration of the school day, but not inclusive of the seven (7) student periods daily at the secondary level or during student instructional periods at the elementary level.
- D. The E.E.A. member(s) who serve as President or Co-Presidents of the Easton Educators' Association shall not be assigned regular duties.

ARTICLE XX – CURRICULUM DEVELOPMENT

- A. In general, it is the responsibility of all teachers to participate as part of their regular duties during the school year, in assessing needs for curriculum revision. When Department Heads or Subject Area Supervisors have been appointed, persons holding these positions have responsibility, as part of their regular duties during the school year, to provide leadership in assessing needs for curriculum revision.
- B. When teachers write curriculum guides during vacation periods, according to the guidelines established by the Curriculum Coordinating Council, they will be compensated one-hundred dollars (\$100.00) per day.
- C. No teacher shall be required to participate in more than two (2) release days per school year for curriculum work. The District shall have the option of offering additional release time for curriculum work for those teachers who request additional time.

ARTICLE XXI - NO STRIKE

The Association agrees that it will not cause, condone, or take part in any strike, walkout, slowdown, sanction, or work stoppage including extracurricular services, while this Contract is in effect.

The Association and its members, individually and collectively, agree that if there is a violation of this clause, any or all members violating this clause will, at the discretion of the School Committee, be subject to disciplinary action.

ARTICLE XXII - EVALUATIONS

- A. All formal classroom visits for the purpose of preparing evaluation reports for the Office of the Superintendent of Schools will be conducted openly. Teachers will be given a copy of these formal evaluations.
- B. Any evaluation report made as a result of an informal observation will be given to the teacher concerned within two (2) school days of such observations.
- C. Teachers will have the right to discuss all evaluation reports with their supervisors before they are filed.
- D. Teachers have the right, upon request, to review the contents of their personnel file in the Office of the Superintendent of Schools
- E. No material derogatory to a teacher's performance including, without limiting the generality of the foregoing, a teacher's conduct, service, character, or personality, will be placed in his/her personnel file unless the teacher has had the opportunity to review such material and affix his/her signature to the copy to be filed, with the express understanding that such signature in no way indicates agreement with the contents thereof.

- F. Any complaint concerning an employee made to any member of the Administration will be promptly called to the attention of such employee and the complainant will be clearly identified. A teacher shall be entitled to have a representative of the Association present during any meeting to discuss a complaint.
- G. No employee shall be disciplined, reprimanded or suspended, reduced in rank or compensation, or terminated without just cause.
- H. The Marshall Rubric will be in place for 2022-2023.
- I. The parties agree to continue a joint Task Force comprised of teachers, principals and the Assistant Superintendent who shall chair the Task Force for the continued implementation of the Evaluation System. The task force will work to adopt the procedures, rubrics and forms published by DESE, with selection of local variations to be considered and adopted by the Evaluation Subcommittee. Revise and update the provisions of Article XXII if appropriate under the DESE models. The subcommittee will do this work during the 2022-2023 school year. All work will begin no later than September 15, 2022 and will be completed by June 1, 2023. Both parties will bring the finished product to their respective memberships for ratification. Implementation of the new evaluation tool/procedures will happen over the last two years of this agreement when teachers begin year one of their evaluation cycle. It is expected that all Easton Educators will be using the new evaluation tool/procedures by September 1, 2024. Among the procedures to be considered by the Evaluation Subcommittee is the timeframe for sharing written feedback following an observation with the teacher (currently two (2) school days) and the time frame in which teachers will have the right to discuss evaluation reports with their supervisors (currently "before filed," but with no definition of "filed").

ARTICLE XXIII - SCHOOL COMMITTEE RIGHTS

The Committee is a public body established under and with the powers provided by the Statutes of the Commonwealth of Massachusetts. As elected representatives of the citizens of Easton, charged with the responsibility for the quality of education in, and the efficient and economical operation of, the Easton School System, it is acknowledged that the Committee has final authority for the determination and administration of educational policy, the direction, employment and reemployment of staff members, and the operation and management of the public schools in Easton.

Nothing in this Agreement shall be deemed to derogate or impair the powers, rights, or duties conferred upon the Committee by the Statutes of the Commonwealth or the Rules and Regulations of any pertinent agency of the Commonwealth.

As to every matter not expressly covered by this Agreement and except as expressly or directly modified by the specific provisions of this Agreement, the Committee retains exclusively to itself all rights and powers that it has or may hereafter be granted by law, and shall exercise the same without such exercise being made the subject of grievance or arbitration.

ARTICLE XXIV-REDUCTION IN FORCE (LAYOFF)

When it becomes necessary to reduce the number of employees included in the bargaining unit, the following procedure shall apply to teachers with professional teacher status:

- A. The Committee shall make every attempt to accomplish said reductions by attrition.
- B. A teacher on professional status shall not be laid off if there is a non-professional status teacher whose position the professional status teacher is certified to fill.
- C. "Certified" shall mean that the employee has on file with the Office of the Superintendent evidence that he/she possesses a certification from the State Department of Education or can obtain such certification by the effective date of such layoff. The effective date of such layoff shall be defined as the last scheduled workday of the employee reached for layoff.
- D. No teacher shall be laid off pursuant to a reduction in force or reorganization if there is a less qualified teacher holding the same or similar position for which the teacher is currently certified. No teacher shall be displaced by a more senior teacher unless the more senior teacher is currently certified through the Massachusetts Department of Elementary and Secondary Education and is at least as qualified for the position as the junior teacher holding the position.
- E. "Same or similar position" for the purpose of this article shall mean any position within the particular discipline in which the teacher is employed at the time of the layoff.
- F. In determining the relative qualifications of two teachers under this article, the primary factors shall be the best interests of the students, as demonstrated by indicators of job performance, including each teacher's overall rating on his/her most recent summative evaluation report, as generated per the Evaluation System negotiated by the parties, except that no distinction shall be made between the overall performance ratings of effective and highly effective. When such factors are equal, preference for retention shall be given to the teacher with the greater seniority.
- G. A teacher who has been reached for layoff within the discipline in which he/she is currently employed shall be permitted to bump the least senior teacher in another discipline in which he/she is certified, provided that (1) the bumping teacher has at least one year of teaching experience in that discipline within the previous five years within the Easton Public Schools and (2) the Superintendent determines that such bumping is in the best interest of students, as demonstrated by indicators of job performance, including each teacher's overall rating in his/her most recent summative evaluation report (with no distinction made between the overall ratings of effective and highly effective). In the case where the teacher reached for layoff is eligible to bump into more than one discipline, such teacher's bumping rights are limited to the least senior teacher.

- H. 1. Professional status teachers who are affected by a reduction in staff will be notified within two (2) school days, after the determination is made but in no event later than the last day of the school year. Said notice shall include the reason for and the effective date of the layoff. Such personnel shall be entitled to recall rights for a period of three (3) years from the effective date of their respective layoffs.

At the discretion of the Administration, a teacher who is being RIF'd may be placed in another position for which that teacher is certified without the need of posting such position.

2. During the recall period, laid off personnel will be notified by certified mail to their last address of record in the Superintendent's Office and given preference for positions for which they are certified as they develop in the inverse order of their respective layoff. Failure to accept an offer of full-time employment according to the provisions of this Article in writing within eighteen (18) calendar days from the receipt of such notification shall terminate the teacher's recall rights. All benefits, including salary and tenure to which an employee was entitled at the time of the layoff, shall be restored in full upon reemployment within the recall period. However, during the recall period there will be no accumulation of benefits. On return, the individual will be placed on the salary step next above their step position at the time of the layoff. During the recall period teachers who have been laid off shall be given preference on the substitute list, if they so desire.

- I. Laid off employees may continue group health and life insurance coverage during the recall period as provided by the Committee to members of the bargaining unit by reimbursing the Committee for full premium cost. Failure to forward full premium payments to the Committee and to comply with all other conditions imposed by the insurance carrier or refusal to return to employment upon recall will terminate this option.

- J. While members of the bargaining unit continue on layoff, the Committee agrees not to hire any new personnel to fill an open position unless:

1. No person on layoff is certified to fill the position nor will become certified by the fifteenth (15th) day next prior to the beginning date of the open position; and
2. All certified personnel on layoff have declined an offer to fill the position.

ARTICLE XXV – HEALTH INSURANCE

The current GIC health insurance will be available to unit members in accordance with the PEC agreement. The employer/employee splits will be as follows:

HMO - Employer 75% - Employee 25%
PPO - Employer 75% - Employee 25%
POS - Employer 75% - Employee 25%
State Indemnity - Employer 50% - Employee 50%

ARTICLE XXVI – SUBSTANCE ABUSE

Alcoholism and drug abuse are recognized by the parties to be treatable illnesses. Without detracting from the existing rights and obligations of the parties recognized in the other provisions of this Contract, the Committee and the Association agree to cooperate in encouraging employees afflicted with alcoholism or drug abuse to undergo a program designed to rehabilitate the employee.


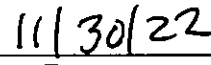
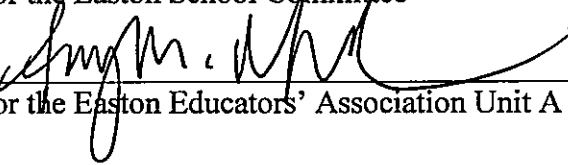
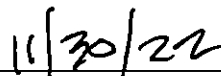
ARTICLE XXVII – MISCELLANEOUS

- A. Senior High School teachers whose classes are reduced by June graduation may be reassigned by the Superintendent or his/her designee to serve as substitute teachers in the High School or the Middle School
- B. The Middle School Guidance Office will be staffed to provide the counselors with full-time clerical assistance.
- C. (Changed 9-1-75) Courses taken after September 1, 1973 and prior to receiving an advanced degree may be credited toward higher preparation levels unless the courses were prerequisites for the degree received or the courses were required to meet basic certification requirements.
- D. The Central Office Administration will prepare job descriptions for all positions.
- E. The Administration will develop plans to enable teachers to access school buildings for work during non-school hours.
- F. The Committee reserves the right to implement an eight (8) period day provided however, that such is not in violation of any of the provisions of the Collective Bargaining Agreement. The committee will seek input from the Association in any implementation of an eight (8) period day.
- G. The parties acknowledge that the position of Nurse Leader shall be a 1.0 position.

ARTICLE XXVIII - DURATION

Except where stated differently in this Agreement and as provided herein the conditions of this Agreement will be effective as of the date of ratification in July, 2022 and will continue and remain in force and effect through August 31, 2025.

IN WITNESS WHEREOF, THE COMMITTEE HAS CAUSED THIS AGREEMENT TO BE SIGNED IN ITS NAME AND BEHALF BY ITS CHAIRMAN, OR HIS/HER DESIGNEE ON THE SCHOOL COMMITTEE, HERETO DULY AUTHORIZED, AND THE ASSOCIATION HAS CAUSED THIS AGREEMENT TO BE SIGNED IN ITS NAME AND BEHALF BY ITS PRESIDENT, HERETO DULY AUTHORIZED, ON THE DAY AND YEAR BELOW WRITTEN.

 _____ For the Easton School Committee	 _____ Date
 _____ For the Easton Educators' Association Unit A	 _____ Date

Easton/UNIT A-neg-2022-23 Negotiations Integrated

SALARY SCHEDULE

Effective September 1, 2022

2022-2023 (Legacy)

STEP	BA	BA+15	MA	MA+15	MA+30	MA+45	CAGS, DBL MA, MA+60	DOC
1	\$50,817	\$52,691	\$54,689	\$55,619	\$56,647	\$57,601	\$58,549	\$61,769
2	\$53,151	\$55,013	\$57,022	\$57,930	\$58,942	\$59,907	\$60,872	\$64,097
3	\$57,496	\$58,535	\$61,437	\$62,391	\$63,421	\$64,395	\$65,368	\$68,667
4	\$60,126	\$62,033	\$64,065	\$65,020	\$66,034	\$67,025	\$68,015	\$71,298
5	\$62,874	\$64,772	\$66,830	\$67,777	\$68,797	\$69,783	\$70,774	\$74,066
6	\$65,732	\$67,650	\$69,704	\$70,650	\$71,685	\$72,666	\$73,642	\$76,942
7	\$68,753	\$70,662	\$72,694	\$73,660	\$74,677	\$75,674	\$76,669	\$79,953
8	\$71,885	\$73,800	\$75,856	\$76,803	\$77,832	\$78,821	\$79,810	\$83,108
9	\$75,171	\$77,088	\$79,129	\$80,109	\$81,131	\$82,116	\$83,100	\$86,409
10	\$84,336	\$86,323	\$87,278	\$88,231	\$89,183	\$89,905	\$90,627	\$91,696
11			\$92,361	\$93,515	\$94,786	\$96,007	\$97,229	\$101,331

Effective September 1, 2023

2023-2024 (Legacy)

STEP	BA	BA+15	MA	MA+15	MA+30	MA+45	CAGS, DBL MA, MA+60	DOC
1	\$52,088	\$54,008	\$56,057	\$57,009	\$58,063	\$59,041	\$60,013	\$63,313
2	\$54,480	\$56,388	\$58,448	\$59,378	\$60,416	\$61,405	\$62,394	\$65,700
3	\$58,933	\$59,999	\$62,972	\$63,951	\$65,006	\$66,005	\$67,002	\$70,384
4	\$61,629	\$63,584	\$65,666	\$66,646	\$67,685	\$68,701	\$69,716	\$73,081
5	\$64,446	\$66,391	\$68,501	\$69,471	\$70,517	\$71,528	\$72,544	\$75,918
6	\$67,375	\$69,341	\$71,447	\$72,416	\$73,477	\$74,483	\$75,483	\$78,866
7	\$70,472	\$72,428	\$74,511	\$75,502	\$76,544	\$77,566	\$78,586	\$81,952
8	\$73,682	\$75,645	\$77,752	\$78,723	\$79,778	\$80,792	\$81,805	\$85,185
9	\$77,051	\$79,015	\$81,107	\$82,112	\$83,159	\$84,169	\$85,178	\$88,569
10	\$86,445	\$88,481	\$89,460	\$90,437	\$91,413	\$92,153	\$92,892	\$93,988
11			\$94,671	\$95,853	\$97,156	\$98,407	\$99,660	\$103,864

Effective September 1, 2024

2024-2025 (Legacy)

STEP	BA	BA+15	MA	MA+15	MA+30	MA+45	CAGS, DBL MA, MA+60	DOC
1	\$53,130	\$55,089	\$57,178	\$58,149	\$59,224	\$60,221	\$61,213	\$64,579
2	\$55,570	\$57,516	\$59,617	\$60,565	\$61,624	\$62,633	\$63,642	\$67,014
3	\$60,112	\$61,199	\$64,232	\$65,230	\$66,306	\$67,325	\$68,342	\$71,791
4	\$62,862	\$64,856	\$66,980	\$67,978	\$69,039	\$70,075	\$71,110	\$74,542
5	\$65,735	\$67,719	\$69,871	\$70,861	\$71,927	\$72,958	\$73,995	\$77,436
6	\$68,722	\$70,728	\$72,876	\$73,864	\$74,947	\$75,972	\$76,993	\$80,443
7	\$71,881	\$73,877	\$76,002	\$77,012	\$78,075	\$79,117	\$80,157	\$83,591
8	\$75,156	\$77,158	\$79,307	\$80,298	\$81,373	\$82,407	\$83,441	\$86,889
9	\$78,592	\$80,595	\$82,729	\$83,754	\$84,822	\$85,852	\$86,881	\$90,341
10	\$88,174	\$90,250	\$91,249	\$92,246	\$93,241	\$93,996	\$94,750	\$95,868
11			\$96,564	\$97,770	\$99,099	\$100,376	\$101,653	\$105,942

FY2023 - 2% New Grid								
GRADE	1	2	3	4	5	6	7	8
STEP	BA	BA+15	MA	MA+15	MA+30	MA+45	CAGS, DBL MA, MA+60	DOC
1	51,000	53,000	55,500	56,500	59,500	61,000	63,000	65,000
2	53,800	55,800	58,400	59,400	62,400	63,900	65,900	67,900
3	56,600	58,600	61,300	62,300	65,300	66,800	68,800	70,800
4	59,400	61,400	64,200	65,200	68,200	69,700	71,700	73,700
5	62,200	64,200	67,100	68,100	71,100	72,600	74,600	76,600
6	65,000	67,000	70,000	71,000	74,000	75,500	77,500	79,500
7	67,800	69,800	72,900	73,900	76,900	78,400	80,400	82,400
8	70,600	72,600	75,800	76,800	79,800	81,300	83,300	85,300
9	73,400	75,400	78,700	79,700	82,700	84,200	86,200	88,200
10	76,200	78,200	81,600	82,600	85,600	87,100	89,100	91,100
11	79,000	81,000	84,500	85,500	88,500	90,000	92,000	94,000
12	81,800	83,800	87,400	88,400	91,400	92,900	94,900	96,900
13	84,600	86,600	90,300	91,300	94,300	95,800	97,800	99,800
14	87,400	89,400	93,200	94,200	97,200	98,700	100,700	102,700

FY2024 - 2.5% New Grid								
Increase	102.50%							
GRADE	1	2	3	4	5	6	7	8
STEP	BA	BA+15	MA	MA+15	MA+30	MA+45	CAGS, DBL MA, MA+60	DOC
1	52,275	54,325	56,888	57,913	60,988	62,525	64,575	66,625
2	55,145	57,195	59,860	60,885	63,960	65,498	67,548	69,598
3	58,015	60,065	62,833	63,858	66,933	68,470	70,520	72,570
4	60,885	62,935	65,805	66,830	69,905	71,443	73,493	75,543
5	63,755	65,805	68,778	69,803	72,878	74,415	76,465	78,515
6	66,625	68,675	71,750	72,775	75,850	77,388	79,438	81,488
7	69,495	71,545	74,723	75,748	78,823	80,360	82,410	84,460
8	72,365	74,415	77,695	78,720	81,795	83,333	85,383	87,433
9	75,235	77,285	80,668	81,693	84,768	86,305	88,355	90,405
10	78,105	80,155	83,640	84,665	87,740	89,278	91,328	93,378
11	80,975	83,025	86,613	87,638	90,713	92,250	94,300	96,350
12	83,845	85,895	89,585	90,610	93,685	95,223	97,273	99,323
13	86,715	88,765	92,558	93,583	96,658	98,195	100,245	102,295
14	89,585	91,635	95,530	96,555	99,630	101,168	103,218	105,268

FY2025 - 2% New Grid								
Increase	102.00%							
GRADE	1	2	3	4	5	6	7	8
STEP	BA	BA+15	MA	MA+15	MA+30	MA+45	CAGS, DBL MA, MA+60	DOC
1	53,321	55,412	58,025	59,071	62,207	63,776	65,867	67,958
2	56,248	58,339	61,057	62,103	65,239	66,807	68,898	70,989
3	59,175	61,266	64,089	65,135	68,271	69,839	71,930	74,021
4	62,103	64,194	67,121	68,167	71,303	72,871	74,962	77,053
5	65,030	67,121	70,153	71,199	74,335	75,903	77,994	80,085
6	67,958	70,049	73,185	74,231	77,367	78,935	81,026	83,117
7	70,885	72,976	76,217	77,262	80,399	81,967	84,058	86,149
8	73,812	75,903	79,249	80,294	83,431	84,999	87,090	89,181
9	76,740	78,831	82,281	83,326	86,463	88,031	90,122	92,213
10	79,667	81,758	85,313	86,358	89,495	91,063	93,154	95,245
11	82,595	84,686	88,345	89,390	92,527	94,095	96,186	98,277
12	85,522	87,613	91,377	92,422	95,559	97,127	99,218	101,309
13	88,449	90,540	94,409	95,454	98,591	100,159	102,250	104,341
14	91,377	93,468	97,441	98,486	101,623	103,191	105,282	107,373

Financial Package for Unit A

New Salary Schedule (attached) will apply to all new employees to the unit (with a starting date after June 30, 2022). All employees with a start date prior to June 30, 2022 will remain on the Current (Legacy) Salary Schedule until they reach the top step.

FY23

- 2% increase to base salary of the current salary schedule (does not apply to those on top step in 2021-2022, who will move to new salary schedule with top step that incorporates increases ranging from 2.32% to 5.64% - see transition plan below*)
- Equivalent total of 2% for the Unit as a one-time payment (not to base)
 - \$1700 for current employees who worked full time and in person for all of 2020-2021 and 2021-2022 and return for the 2022-2023 school year
 - OR \$500 for current employees who worked full time and in person for all of 2021-2022 and return for the 2022-2023 school year.
 - Prorated for part-time employees
 - Amount of payment will also be prorated for any employee on an approved leave of absence (e.g.: parental leave) based on the amount of time worked on site
 - Payment to be made in September 2022.

FY24

- 2.5% increase to base salary for both schedules.
- Equivalent total of 1% for the Unit as a one-time payment (not to base)
 - \$850 for current employees who worked full time and in person for all of 2020-2021 and 2021-2022 and return for the 2023-2024 school year
 - OR \$250 for current employees who worked full time and in person for all of 2021-2022 and return for the 2023-2024 school year.
 - Prorated for part-time employees

- o Amount of payment will also be prorated for any employee on an approved leave of absence based on the amount of time worked on site (e.g.: parental leave)
- o Payment to be made in September 2023

FY25

- 2% increase to base salary for both schedules

***Current Employees (i.e., employed prior to June 30, 2022): Transition to New Salary Schedule**

- Every employee on the top step in 2021-2022 (Master's+/11) will move to the top step of the New Schedule for 2022-2023. Every employee on the top step in 2021-2022 (Bachelor's/15)* will transition to the New Schedule, with placement on the step that is closest to their old top step and provides an increase in salary, provided that registered nurses on the top step at BA/BA+15 will move directly to Step 14. These step moves represent the following increases for FY 23:

	BA*	BA+15*	MA	MA+15	MA+30	MA+45	MA+60	DOC
Current Top Step	82,683	84,630	90,550	91,681	92,928	94,125	95,323	99,344
NEW Schedule Next Step	84,600	86,600	93,200	94,200	97,200	98,700	100,700	102,700
% Difference	2.32%	2.33%	2.93%	2.75%	4.60%	4.86%	5.64%	3.38%

BA/BA+ Nurses only move to Step 14: BA (at \$87,400) = 5.64%; BA+15 (at \$89,400) = 5.53%

- Current employees who are not on the top step in 2021-2022 will continue on the Current (Legacy) Salary Schedule until they reach the top (i.e., Steps 10 or 11). For the year after, they will transition to the New Schedule, with placement on the step that is closest to their old top step and provides an increase in salary.
- Once placed on the New Schedule, all current employees who are in the MA lane or beyond and all registered nurses (even if in the BA and BA+15 lanes) will continue to progress on the steps until reaching Step 14, whereas current employees (other than registered nurses) who are in the BA and BA+15 lanes* will not progress additional steps until and unless they earn the credits necessary to move to the MA lane.

New Employees (with starting date after June 30, 2022): New employees will immediately begin on the New Salary Schedule, with placement on the step assigned upon hiring. New employees who are in the MA lane or beyond and all registered nurses (even if in the BA and BA+15 lanes) will continue to progress on the steps until reaching Step 14, whereas new employees (other than registered nurses) who are in the BA and BA+15 lanes* will not progress additional steps until and unless they earn the credits necessary to move to the MA lane.

EASTON PUBLIC SCHOOLS
EASTON, MA

CORI POLICY/PROCEDURES FOR EMPLOYEES

BACKGROUND: Chapter 385 of the Acts of 2002, an Act Further Protecting Children, requires school systems to obtain criminal offender records information ("CORI") on all current employees, applicants for employment, volunteers, individuals who provide transportation services to students on a regular basis, and independent contractors and laborers hired to perform work on school grounds.

SCHOOL SYSTEM APPROVAL PROCESS: Even though a school system has been authorized to receive CORI data on new employees, it must resubmit a certification application with the Criminal History Systems Board ("the Board"). Upon re-approval by the Board, the school system will be assigned a CORI code which allows the Board to track CORI requests and deliver information efficiently and accurately.

AUTHORIZED DISTRICT EMPLOYEES: The school system must identify the individuals who will be authorized to receive CORI data, and include this information as part of the application process. As part of an Agreement of Non-Disclosure, each person who is identified by the school system to receive CORI data must sign and submit an agreement that CORI information will not be released to any individual other than the Superintendent of Schools, and the individual for whom the CORI data was sought.

CENTRALIZED STORAGE LOCATION: Copies of the CORI request forms, and all CORI data that is received from the Board will be stored in a locked file cabinet in the office of the Administrative Assistant to the Superintendent. Copies will not be included in Personnel Files, nor will anyone other than the Administrative Assistant and the individual himself/herself have access to the information.

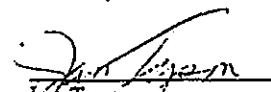
CONDITION OF EMPLOYMENT: It is a condition of continued employment that an employee, upon request, sign the CORI form that allows the school district to receive the CORI data from the Criminal History Systems Board pursuant to Massachusetts law (Chapter 385 of the Acts of 2002).

FREQUENCY OF CORI SUBMISSIONS: CORI checks for individual employees will be conducted not more than every three years (3) without good cause during an individual's term of employment. Upon the receipt of the new CORI data, the previous CORI data will be destroyed.

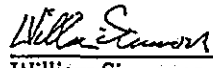
USE OF CORI INFORMATION: Each CORI case is different, and determinations will therefore be made on a case-by-case basis. Among the factors to be considered will include, but not be limited to when the conduct occurred, the type or nature of the conduct, the relationship of the conduct to the employee's present position, the penalty imposed, whether the charge resulted in a conviction, whether the individual has been arrested subsequently, and post-conviction conduct.

COMMUNICATION WITH EMPLOYEE: Once the CORI data has been received by the school system, it will be filed in the office of the Administrative Assistant. A determination will also be made whether or not the information delineated necessitates a meeting between the employee and the Superintendent. If such a meeting is indicated, the employee has the right to be represented by counsel and/or union representation.

DUE PROCESS: Any and all personnel actions resulting from a CORI report shall be conducted pursuant to the provisions of the respective collective bargaining agreement and the General Laws of the Commonwealth.


Ian Tyson
E.E.A. President

5/7/03
Date


William Simmons
Superintendent

5/7/03
Date

JOB SHARING AGREEMENT

Memorandum of Agreement on Job Sharing entered into by the Easton School Committee and the Easton Education Association.

1. Job Sharing means two teachers sharing one full time teaching position on a 50/50 basis.
2. All job sharing arrangements shall be on a voluntary basis.
3. Both teachers shall work the first three and the last three days of the contractual year.
4. Both teachers shall attend the Open House in the fall, as well as parent conferences. Teachers are expected to attend the IEP meetings of their students on a mutually agreed upon schedule.
5. In the event that one of the teachers is absent, the partner teacher shall make every effort to cover the class. The teacher who covers will be paid the regular day substitute rate. With the Principal's prior approval, the teachers may also trade days.
6. In all situations where one job-sharing teacher is working with a substitute, daily or long term, the teacher will be responsible for all lesson plans.
7. Leave Benefits will be prorated.
8. If either partner is unable or unwilling to complete the school year, the remaining partner agrees to assume full-time responsibility for the position for the remainder of the year.
9. If the job-sharing program is discontinued, the job-sharing teachers shall return to open positions on the basis of current contract language. An open position is one that is not held by any teacher with or without professional teacher status and otherwise would be posted as a vacancy.
10. Both teachers shall arrange meeting times to evaluate students and to mark report cards.
11. The two job-sharing teachers shall share the preparation/planning time. There is however, no guarantee that the preparation/planning time shall be equally divided on the split day (Wednesday).
12. Because the intent is that the job share will not exceed the cost of one full-time teacher, the one teacher to receive insurance benefits must be identified at the outset.
13. Both teachers shall share the responsibility to attend monthly meetings. At least one teacher will attend each meeting.
14. Half days and in-service programs shall be shared with the two teachers taking turns at coverage and reporting to each other.
15. The Administration shall notify all elementary teachers by March 1, that any teachers interested in a job share for the following school year should give a written request to the

Superintendent by March 15. It is strongly recommended that the requesting teacher have a preliminary discussion with the Principal.

16. The Superintendent shall make the final decision on the acceptance of any job share.
17. Only teachers with Professional Teacher Status shall be eligible for job sharing.

**MODIFIED DOUBLE BLOCK AND DROP WITH STUDENT ADVISORY SCHEDULE
At Oliver Ames High School**

1. The language in **Article XVII – Teaching Load** in paragraphs A and D is waived as necessary, and replaced by the **Modified Double Block and Drop with Student Advisory Schedule** attached to this Memorandum as Appendix A.
2. The parties have agreed to include an “Advisory Period” as part of this schedule. The terms and conditions of the “Advisory Period” are as stated herein.
3. **The Advisory Period Description:**
 - A. The Advisory Period shall be scheduled for twelve (12) minutes each day and replaces the current duty periods as stated in **Article XIX – Regular Duties**. The Advisory Period responsibilities include taking attendance and distribution/collection of school paperwork and information as needed. In addition, daily announcements will be forwarded via email each day. The Advisory teachers will display or printout copies for the advisory students, as needed.
 - B. All members of the bargaining unit at Oliver Ames High School will be assigned an Advisory Period. The guidance department members, two (2) school psychologists and one (1) school adjustment counselor may elect to be assigned an Advisory Period.

X2 will randomly generate the assignments for each advisory and all efforts will be made to ensure successful interaction within the advisory group. Compatibility is important for the success of an advisory program and all efforts to maintain compatibility between everyone within an Advisory group will be made. Any recommended changes must be approved by the principal.
 - C. The Advisory teachers will lead their students in setting academic and personal goals within the context of education for the school year (this means explaining what goals are and why setting goals is an important life skill. *Refer to definition below). Each Advisory teacher will remain with their assigned advisory students until the student graduates from Oliver Ames High School or in the event the teacher leaves the district or retires from employment.
 - D. Advisory teachers will conduct Mid-Year and End-of-Year meetings with each advisory student to assess the student’s progress towards goal achievement and perhaps may involve goal adjustment.
 - E. The Advisory teacher will check on his/her students’ academic progress at the mid-point and end of each marking period using X2 in order to make sure that

his/her students are making good academic progress. If a student appears to be struggling, the advisory teacher will talk with the student and see what help the teacher may offer from encouragement, to suggestions on how to organize their time of study. If necessary, the teacher may encourage the student to stay for extra help with the teacher of the course they are having difficulty with or suggesting a tutor, or perhaps seeking out help from the guidance department. The Advisory teacher is not expected to communicate with the students' parents.

- F. Each Advisory teacher will schedule time with individual students on a continuous basis. The purpose will be to check in with their advisory students (asking them how things are progressing in school, how their clubs, music, sport team etc. is doing). The Advisory teacher will be given materials that will effectively promote communication. (It may take three weeks of advisory periods to make contact with all students individually before the cycle of meetings would begin again). During individual meetings the other students may review the daily announcements, socialize with their advisory peers, or work on academics, etc.
- G. The Advisory Period is one of the professional responsibilities of the teachers within the contractual work day. Therefore, this period will be considered no differently than the current duty assignments (Article XIX) in reference to the educator evaluation, and may be subject to comment in describing fulfillment of the professional responsibilities of the educator.

**Personalization: A learning process in which schools help students assess their own talents and aspirations, plan a pathway toward their own purposes, work cooperatively with others on challenging tasks, maintain a record of their explorations, and demonstrate their learning against clear standards in a wide variety of media, all with the close support of adult mentors and guides. (Clarke, 2003, p.15)*

**MEMORANDUM OF AGREEMENT BETWEEN THE EASTON
EDUCATORS' ASSOCIATION AND THE EASTON SCHOOL
COMMITTEE**

This Memorandum reflects the agreement reached regarding a schedule change at Oliver Ames High School, effective with the 2022-2023 school year. Notwithstanding, any contrary provisions set forth in the Collective Bargaining Agreement between the Easton School Committee and the Easton Educators' Association for the period of September 1, 2018 - July 31, 2021 (or any successor agreement), the following will apply to the High School.

The Advisory Period shall be scheduled for twelve (12) minutes per day, four days per week and 50 minutes one day per week. Advisory teachers shall be responsible for supervising half of the 50 minute advisories each year.

During the year of implementation, the Tiger Block shall not be used for announced or unannounced observations as defined and used in the Easton Educator Evaluation System; nor shall the Tiger Block serve as the basis for comments recorded in the general comment forms as used in the Easton Educator Evaluation System.

The parties agree to revisit this Agreement on or about April 1, 2023 to evaluate the effectiveness of the Oliver Ames Schedule change, especially the impact of time on learning and preparation for all teachers, including specialists. Over the course of the 2022-2023 school year, a committee consisting of OAHS Administration, Unit A and paraprofessionals will meet, as needed, to discuss the Tiger Block and to address concerns.



Easton Educators' Association Date



Easton School Committee Date

