

MEMORANDUM OF AGREEMENT
between
MONOMOY REGIONAL SCHOOL COMMITTEE
and
THE MONOMOY REGIONAL EDUCATION ASSOCIATION
(Unit B)
2024 – 2027

WHEREAS, the Collective Bargaining Agreement (the “Agreement”) between the Monomoy Regional School Committee (the “Committee”) and the Monomoy Regional Education Association, Unit B (the “Association”) is set to expire on June 30, 2024;

WHEREAS, the Committee and the Association have negotiated a successor agreement;

NOW, THEREFORE, the Committee and the Association agree that the former Collective Bargaining Agreement shall remain in full force and effect, except as modified herein, as follows:

1. Article 5 – Salaries and Method of Payment. The parties agree to clarify section E as follows:

Upon initial hire, the Superintendent will have full discretion to negotiate the individual’s placement on the salary schedule ~~so long as the hire is not placed at a higher wage level than a current employee with the same experience.~~

2. Article 6 – Leaves of Absence.

(a) The parties agree to modify section 1. A., Sick Leave, as follows:

For the first two (2) school years of a unit members employment, s/he shall earn sick leave at the rate of one and one half (1 1/2) days per month actually worked up to a maximum of fifteen (15) days per year plus such leave as they have accumulated since the date of employment in the Chatham School System, the Harwich School System or the Monomoy Regional School System. Following the completion of two (2) school years, each member who works at least one day in the school year shall be credited with fifteen (15) days annual sick leave, plus such leave as they have accumulated since the date of employment in the Chatham School system or the Harwich School system or the Monomoy Regional School System. Sick leave may be accumulated from year to year up to a maximum of one hundred and fifty (150) days. Sick leave may be used for personal illness, incapacity, or medical treatment required by such illness or incapacity, and/or for any approved FMLA Leave for the birth or adoption of a child or MPLA leave. Up to ~~fifteen (15)~~ thirty (30) days per year of one’s sick leave maybe used for illness of an immediate family member, or domestic partner, although no more than five (5) consecutive days may be used for this purpose at any one time unless additional days are approved. The Superintendent may request that an assistant absent for ~~seven (7)~~ five (5) consecutive days or with repeated unexplained absences or a pattern of abuse provide

a doctor's certification that illness, incapacity or medical treatment prevents the assistant from working and an estimate of the duration of disability. The Superintendent may also request a certificate of fitness to return as a condition of return to work.

(b) The parties agree to modify section 1. C. as follows:

The District will provide workers' compensation insurance for its employees. Whenever an employee is absent from work as a result of a personal injury which is compensable under workers' compensation, the employee may choose to supplement the workers' compensation payments by drawing upon their accumulated sick leave in amounts that will allow the employee to receive their regular rate of compensation; provided, however, if the injury is from an assault by a student on the employee during the course of their employment, the employee will be paid their full salary, less the amount of any workers' compensation award made for temporary disability because of said injury, for the period of such absence.

(c) The parties also agree to modify paragraph 3, Bereavement Leave, as follows:

Unit members will be entitled to bereavement leave of up to five (5) days at any one time, without loss of pay, in the event of a death of an unit member's spouse, child, grandchild, parent, parent-in-law, daughter-in-law, son-in-law, or grandparent, grandparent-in law, sibling, sibling-in-law, domestic partner or ~~person residing in the~~ any other permanent member of the employee's immediate household. Unit members will be entitled to bereavement leave of up to three (3) days at any one time in the event of a death of a member's aunt, uncle, or cousin. In addition, at the Superintendent's discretion, bereavement leave of up to five (5) days, without loss of pay, may be granted in the event of a death not included in the above categories. An employee shall apply for bereavement leave as soon as possible. Additional days, ~~with or without loss of pay~~, may be granted to employees at the discretion of the Superintendent. Additional days shall be deducted from the employee's accumulated sick leave.

(d) The parties also agree to modify Section 4, Sick Leave Bank, as follows:

- A. Upon the effective date of this agreement, a Sick Leave Bank shall be established for use by staff members defined below who have exhausted their own sick leave. The Sick Leave Bank may be utilized for personal illness and illness of a family household member or domestic partner.

Staff Members who are eligible to participate in the bank are as follows:

1. All staff members covered by the recognition clause of this contract (exclusive of coaches and extracurricular advisors who are not otherwise employed by the school department).
2. All members of Unit A, B and Unit C.

- B. All new staff members shall have one (1) of their annual sick days automatically deducted in their first year of employment. If the Sick Leave Bank falls below 500 days, it shall be automatically renewed by contributions of one (1) sick day from each of its members' accumulated sick leave. ~~The one (1) sick day contribution shall be deducted on the first day of the new school year.~~
- C. The initial grant of sick leave by the Sick Leave Bank Committee, as established in Section 4, to an eligible employee shall not exceed thirty (30) days.

Upon completion of the thirty (30) day period, the period of entitlement ~~shall~~ may be extended by the sick leave bank committee upon demonstration of need by the applicant.

Any sick leave granted any individual under the provisions of this Article shall expire at the end of the applicable school year.

No employee shall be eligible for more than 200 days of sick leave from the Sick Leave Bank over the course of their employment with the school district. In the case of extenuating circumstances, the Sick Leave Bank Committee, in its discretion, may grant additional days beyond the 200 day maximum.

- D. A six-person Sick Leave Bank Committee consisting of ~~three~~ two teachers appointed to the Bank Committee by the Association, ~~one~~ two administrators (exclusive of the Superintendent), one secretary or assistant appointed by the Association, and the Superintendent of School shall administer the bank. If a tie in voting occurs relative to the use of the Sick Leave Bank, the members of the Sick Leave Bank Committee shall mutually agree upon a third party to vote to break the tie. the decision shall be in favor of the applicant. Decisions of the Sick Leave Bank Committee are final and binding and not subject to grievance or arbitration.
- E. The Sick Leave Bank Committee shall determine the eligibility for use of the plan and the amount of leave to be granted. The following criteria may be used by the Committee in administering the bank and determining the eligibility and amount of leave:
1. Adequate medical evidence of illness or incapacitation
 2. Prior utilization of all eligible sick leave
 3. Length of service in Chatham, Harwich and Monomoy systems
 4. Propriety of use of previous sick leave

- F. A written request for sick leave bank days shall be submitted to the Committee by an applicant or their designee. Such a request shall be accompanied by whatever medical evidence is required by the Committee to substantiate the request.

(e) The parties further agree replace subsection 3 of paragraph 5. A. with the following:

3. In cases where both parents are employed by the School District, both employees shall be entitled to the full amount of MPLA and/or FMLA leave.

3. **Article 9 – Work Day and Work Year.** The parties agree to add the following sentence to section A: “New hires shall participate in new staff orientation before the beginning of the student school year. Employees hired after the new staff orientation program is complete will participate in the new staff orientation at the beginning of their second year of employment.”

4. **Article 10 – Evaluation and Personnel File.**

(a) The parties agree to modify paragraph 7 as follows:

7. The probationary period for new employees shall be ~~ninety (90)~~ one hundred and eighty (180) school days.

(b) The parties further agree to add the following new provision to Article 10 as paragraph 12:

12. A Committee consisting of three (3) representatives from the School Committee and three (3) representatives from the Association shall be created to review the Unit B evaluation procedure currently in use and to work to create and incorporate a process to assist employees in need of improvement. Recommendations, if any, shall be forwarded to the respective bargaining teams no later than February 1, 2025.

5. **Article 13 – Longevity.** The School District agrees to increase the longevity amounts as follows:

2024-2025	3.00%
2025-2026	3.25%
2026-2027	3.25%

6. **Article 14 - Course Reimbursement/Professional Development.** The School District agrees to increase the annual reimbursement from \$6,000 to \$12,000, by modifying the first sentence of the Article as follows: "The District agrees to provide an annual sum of ~~six~~ **twelve** thousand dollars (~~\$6,000~~**\$12,000**) to be utilized for reimbursements for professional improvement related activities for employees, not to exceed \$1,500 per employee per fiscal year."

7. **Article 18 – Stipends – Secretaries and Administrative Assistants.**

(a) The School District agrees to increase the stipend in Section 1 for the Substitute Teacher Scheduler at each school by \$300.

(b) The School District also agrees to increase the stipend in Section 2 for assisting the principal with the handling of the responsibility of the Central Treasury and the Master Calendar by \$300.

(c) The School District agrees to provide a stipend at a rate of nine dollars (\$9.00) per hour with a one (1)-hour minimum and in 15-minute increments thereafter for substitute pay. Section 3 will be modified as follows:

3. **Substitute for Classroom Teachers**

An Assistant who is assigned to serve as a substitute classroom teacher shall receive, in addition to their regular annual salary, ~~an additional stipend of thirty seven dollars and thirty five cents (\$37.50) for a full day (more than 3 hours) or twenty two dollars and fifty cents (\$22.50) for a half day (1-3 hours)~~ **nine dollars (\$9.00) per hour with a one (1) hour minimum. Substitute time after one (1) hour will be paid in fifteen (15) minute increments.**

(d) The School District further agrees to increase the stipend in Section 4 from \$2,250 to \$2,800.

(e) The parties agree to modify Article 18 by adding a new paragraph as follows:

5. All stipends will be paid in equal installments in the regular payroll cycle.

8. **Article 21 – Sick Leave Buy Back.** The parties agree to modify the Article as follows:

8. Article 21 – Sick Leave Buy Back. The parties agree to modify the Article as follows:

- ~~1-A.~~ If an employee has been employed by the Chatham, Harwich or Monomoy School System for at least five (5) but less than ten (10) years, then that employee shall be compensated for twenty-five percent (25%) of their unused sick days. The total payment, however, will not exceed payment for sixteen (16) days.
- ~~2-~~ If the employee has been employed by the Chatham, Harwich or Monomoy School System for at least ten (10) but less than fifteen (15) years, then that employee shall be compensated for forty- five (45%) of unused sick days. The total payment, however will not exceed payment for twenty-seven (27) days.
- ~~3-~~ If an employee has been employed by the Chatham, Harwich or Monomoy School System at least fifteen (15) years, then that employee shall be compensated for sixty percent (60%) of the unused sick days. The total payment however, will not exceed payment for forty- five (45) days.
- ~~4-~~ If the employee has been employed by the Chatham, Harwich or Monomoy School System for at least twenty (20) years, then that employee shall be compensated for 75% of the unused sick days. The total payment, however, will not exceed payment for fifty-six (56) days.
- B.** Employees who have accumulated at least 90 days of sick leave may sell up to ten (10) days of the then current fiscal year's sick leave accrual at a rate of 25% of the employee's salary/base hourly rate. Payments made under this Article shall be paid no later than the first payroll of the following fiscal year.

Employees hired on or before June 30, 2024, may elect to retain the current Retirement Benefit described above in paragraph A or opt into the above incentive program in this paragraph B by notifying the District of their election no later than September 1 of any year. However, once an employee elects to opt into this incentive program, they will be ineligible for the Retirement Benefit in paragraph A. Employees hired on or after July 1, 2024 are not eligible for the Retirement Benefit in paragraph A.

9. Article 22 - Duration. The parties agree to update the contract to reflect the term of July 1, 2024 through June 30, 2027.

10. Appendix A - Salary Schedule.

(a) Effective for July 1, 2024, the parties agree the three (3) salary schedules will be modified as follows (and as shown in the attached wage schedules):

(i) *Assistants*: (a) drop steps 1 and 2; (b) rework the grid to provide a 6% differential between steps; and, (c) apply a 3% base wage increase for FY25.

(ii) *Administrative Assistants*: (a) drop steps 1 and 2; (b) rework the grid to provide a 4.25% differential between steps; and, (c) apply a 3% base wage increase for FY25.

(iii) *Cafeteria Monitors*: (a) implement a new schedule with revised wage rates; (b) place employees currently on steps 1-3 on step 1 of the new wage schedule; and (c) place employees currently on steps 4-6 on step 2 of the new wage schedule.

(b) In the second and third year of the Agreement, the School District agrees to provide the following base wage increases to each salary schedule:

Effective July 1, 2025	3.25%
Effective July 1, 2026	3.25%

11. **New Article – Mentoring and Induction Program.** The parties agree to add the following new Article to the Agreement:

Article 25 Mentoring and Induction Program

1. There shall be a Mentoring and Induction Program for all Instructional Assistants new to the Monomoy Regional School District during their first year of employment or for new Instructional Assistants who transfer from another job in the District.
2. Participation in the Mentoring and Induction Program is mandatory for all new Instructional Assistants who are new to the role of Instructional Assistant. Only the Mentoring portion of the program is required for an Instructional Assistant who previously worked as an IA/ESP/paraprofessional in another school district.
3. The Induction part of the program will be conducted after school hours and participants will be compensated for their time at their hourly rate.
4. Induction Coordinators shall receive an annual stipend of \$1,061.

Mentors shall receive an annual stipend of \$500.

12. **Housekeeping.** The parties agree to:

(a) In Article 24 – Health Insurance, delete the dates related to the one-time health insurance-related incentive payments (making the incentive permanent).

This Agreement shall be subject to ratification by the bargaining unit and the School Committee.

This Agreement has been duly executed by the authorized representatives of the Monomoy Regional School Committee and the Monomoy Regional Education Association, subject to the conditions herein.

MONOMOY REGIONAL SCHOOL
COMMITTEE

By: Mered Hand

Date: 6/13/2024

MONOMOY REGIONAL EDUCATION
ASSOCIATION (Unit B)

By: L.W. Weathers

Date: 6/13/2024

**FY25
Educationa
l Assistants**

Changes: New grid (removed steps 1 and 2 and increased the size of steps to 6%, also 3% COLA)

Step	Non-Certified	Certified
1	23.84	\$27.73
2	24.95	\$29.12
3	26.29	\$30.53
4	27.7	\$32.04
5	29.18	\$33.64
6	30.71	\$36.13
7	32.54	\$37.37
8	34.27	\$38.81
9	35.67	\$39.99
10	36.72	\$41.19

Transition: All existing staff who qualify for a step increase will move up one step before the step names are changed.

Qualifying MREA Unit B staff on FY24 Step:	Moved to Step	Renamed as step
1	2	1
2	3	1
3	4	2
4	5	3
5	6	4
6	7	5
7	8	6
8	9	7
9	10	8
10	11	9
11	12	10
12	12	10

FY26 3.25%

Step	Non-Certified	Certified
1	\$24.61	\$28.63
2	\$25.76	\$30.07
3	\$27.14	\$31.52
4	\$28.60	\$33.08
5	\$30.13	\$34.73
6	\$31.71	\$37.30
7	\$33.60	\$38.58
8	\$35.38	\$40.07
9	\$36.83	\$41.29
10	\$37.91	\$42.53

Step	Non-Certified	Certified
1	\$25.41	\$29.56
2	\$26.60	\$31.05
3	\$28.02	\$32.54
4	\$29.53	\$34.16
5	\$31.11	\$35.86
6	\$32.74	\$38.51
7	\$34.69	\$39.83
8	\$36.53	\$41.37
9	\$38.03	\$42.63
10	\$39.14	\$43.91

**FY25
Cafeteria
Monitors**

Changes: New grid

Transition: Existing staff who qualify for a step increase on steps 1-3 will move to step 1, those on steps 4-6 will move to step 2.

Step	FY25
1	\$20.00
2	\$20.80
3	\$21.63
4	\$22.50
5	\$23.40
6	\$24.33

Qualifying MREA Unit B staff on FY24 Step:	Moved to FY25 Step
1	1
2	1
3	1
4	2
5	2
6	2

FY26 3.25%

Step	FY26
1	\$20.65
2	\$21.48
3	\$22.33
4	\$23.23
5	\$24.16
6	\$25.12

FY27 3.25%

Step	FY27
1	\$21.32
2	\$22.18
3	\$23.06
4	\$23.98
5	\$24.95
6	\$25.94

FY25

Changes: New grid (removed steps 1 and 2 and increased the size of steps to 4.25%, also 3% COLA)

Transition: All existing staff who qualify for a step increase will move up one step before the step names are changed.

Step	A	B	C
1	\$26.93	\$25.90	\$24.91
2	\$28.08	\$27.00	\$25.97
3	\$29.27	\$28.15	\$27.07
4	\$30.51	\$29.35	\$28.22
5	\$31.81	\$30.60	\$29.42
6	\$33.16	\$31.90	\$30.67
7	\$34.57	\$33.25	\$31.97
8	\$36.04	\$34.66	\$33.33
9	\$37.57	\$36.14	\$34.75
10	\$39.17	\$37.67	\$36.22

Qualifying MREA Unit B staff on FY24 Step:	Moved to Step	Renamed as step
1	2	1
2	3	1
3	4	2
4	5	3
5	6	4
6	7	5
7	8	6
8	9	7
9	10	8
10	11	9
11	12	10
12	12	10

FY26 3.25%

Step	A	B	C
1	\$27.81	\$26.74	\$25.72
2	\$28.99	\$27.88	\$26.81
3	\$30.22	\$29.06	\$27.95
4	\$31.50	\$30.30	\$29.14
5	\$32.84	\$31.59	\$30.38
6	\$34.24	\$32.94	\$31.67
7	\$35.69	\$34.33	\$33.01
8	\$37.21	\$35.79	\$34.41
9	\$38.79	\$37.31	\$35.88
10	\$40.44	\$38.89	\$37.40

FY27 3.25%

10	\$40.44	\$38.89	\$37.40
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FY27 3.25%

Step	A	B	C
1	\$28.71	\$27.61	\$26.56
2	\$29.93	\$28.79	\$27.68
3	\$31.20	\$30.00	\$28.86
4	\$32.52	\$31.28	\$30.09
5	\$33.91	\$32.62	\$31.37
6	\$35.35	\$34.01	\$32.70
7	\$36.85	\$35.45	\$34.08
8	\$38.42	\$36.95	\$35.53
9	\$40.05	\$38.52	\$37.05
10	\$41.75	\$40.15	\$38.62