

**COLLECTIVE BARGAINING AGREEMENT BETWEEN**

**THE WEYMOUTH SCHOOL COMMITTEE**

**AND THE**

**WEYMOUTH EDUCATORS' ASSOCIATION**

**UNIT B**

**2024-2027**

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## **AGREEMENT**

This Agreement is made and entered into by and between the Weymouth School Committee hereinafter referred to as the "Committee") and the Weymouth Administrators' Association (hereinafter referred to as the "Association") affiliated with the Massachusetts Teachers' Association and the National Education Association.

### **ARTICLE I: RECOGNITION**

For the purpose of collective bargaining with respect to wages, hours, standards of productivity and performance, other conditions of employment and the negotiation of collective bargaining agreements and any questions arising thereunder, in accordance with Chapter 150E of the General Laws of the Commonwealth of Massachusetts, the Committee recognizes the Association as the sole and exclusive bargaining agent and representative of the following professional employees of the Committee:

Unit B-Assistant Principals, Directors, Assistant Directors, Deans, Coordinators, Assistant Coordinators, Department Heads and CTE Childcare Manager. This does not include directors, managers, and/or coordinators who are confidential employees.

Unless otherwise indicated, the employees in the above unit shall be hereinafter referred to as "Members."

### **ARTICLE II: COMMITTEE'S RIGHTS CLAUSE**

- Section A. The Committee is a public body established under and with powers provided by the statutes of the Commonwealth of Massachusetts and nothing in this Agreement shall be deemed to derogate from the powers and responsibilities of the Committee under said statutes of the Commonwealth or the rules and regulations of agencies of the Commonwealth.
- Section B. The Committee retains those rights, powers and duties it now has, may be granted or have conferred upon it by law unless modified or changed by a specific written provision of this Agreement.
- Section C. An arbitrator (or Board of Arbitration) shall have no power to render a decision, nor substitute its judgment for that of the Committee in those areas reserved for the discretion of the Committee by this Agreement, and said arbitrator (or Board of Arbitration) shall have power to render a decision only on an interpretation or application of one of the specifically expressed provisions of this Agreement.

### **ARTICLE III: ASSOCIATION RIGHTS**

- Section A. There shall be no reprisals of any kind taken against any Member by reason of their membership in the Association or participation in its activities.
- Section B. Any Member whose appearance is necessary at an arbitration hearing or fact-finding session, which is set by mutual agreement between the Committee and the Association or ordered by a neutral party or authority, held during the school day

shall be released without loss of pay upon notice to their principal or immediate superior and to the Superintendent by the Chair of the PR & R Committee as necessary in order to permit participation in the foregoing activities.

Section C. The President of the Association shall be provided with a copy of the agenda of all open meetings of the Committee and copies of the minutes of open meetings whenever practical. If any provisions of this Agreement or any application of this Agreement shall be found contrary to law, then such provision or application shall not be deemed valid and subsisting except to the extent permitted by law, but all other provisions or applications shall continue in full force and effect.

Section D. The Committee shall, upon request, provide the Association with any public documents available to the citizens of Weymouth which shall assist the Association in developing intelligent, accurate, informed and constructive proposals for presentation at negotiations.

Section E. This Agreement shall be available on-line at the School District's website.

#### **ARTICLE IV: NO STRIKE CLAUSE**

During the term of this Agreement the Association shall not engage in, induce, or encourage any strike, work stoppage, slowdown or withholding of services.

#### **ARTICLE V: GRIEVANCE PROCEDURE**

Section A. **DEFINITION:** For the purpose of this Agreement, a grievance shall be defined as a dispute between a member of the bargaining unit covered by this Agreement or the Association and the Committee over the interpretation, meaning, or application of the provisions of this Agreement or any alleged inequitable or discriminatory treatment of a Member under the provisions of this Agreement.

Section B. **PROCEDURE:** Since it is important that grievances be processed as rapidly as possible, the number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement.

During the months when the school is in summer recess, school days shall mean business days, Monday through Friday.

Level One - An employee covered by this Agreement who has a grievance shall discuss it with their immediate superior either personally or through Association representation within fifteen (15) school days\* from the date on which the incident giving rise to the grievance has occurred or when the employee has knowledge of such incident.

Level Two - If the grievant is not satisfied with the disposition of the grievance at Level One, or if no decision has been rendered within ten (10) school days after presentation of the grievance, said grievant and/or the Association may within ten

(10) school days appeal to the Superintendent or their designee. Such appeal shall be in writing setting forth the details of the grievance, the applicable provisions of this Agreement, and the decision, if any, rendered in Level One.

Within ten (10) school days after submission of the written appeal to the Superintendent, or their designee, by the grievant and/or the Association, the Superintendent, or their designee, shall confer with the grievant. If the grievant is not represented by the Association, the Superintendent, or their designee, shall advise the representatives of the Association that an appeal has been made and the date and time of the conference.

The Superintendent shall make available the written appeal to the Association representative. The Association representative shall, at the Association's request, be present at the conference to state the views of the Association. The Superintendent shall notify, in writing, both the grievant and the Association of the grievance decision within ten (10) school days after the conference between the grievant and the Superintendent.

Level Three - If the grievant is not satisfied with the decision of the Superintendent, or their designee, or if no written decision has been rendered within ten (10) school days next following said conference, the grievant and/or the Association may within ten (10) school days thereafter file a written appeal to the Committee setting forth therein the details of the grievance, the applicable provisions of the Agreement, and the decision, if any, rendered under Level Two. Within ten (10) school days or at the next Committee meeting, but in no event later than fifteen (15) school days after the submission of the written appeal, the Committee shall meet with the grievant and/or their representatives of the Association in an effort to settle the grievance.

During July and August, the Committee shall meet in response to the written appeal within twenty (20) business days of the submission of the written appeal.

The Committee shall, within ten (10) school days after the conclusion of said meeting, advise the grievant and/or the Association, in writing, of its decision.

Level Four - If the Association is not satisfied with the disposition of the grievance at Level Three or if no written decision has been rendered within ten (10) school days after said meeting with the Committee, the Association may within twenty (20) school days submit the grievance to arbitration, as hereafter provided.

#### Section C. Arbitration

Within ten (10) school days after receipt of the submission to arbitration, the Committee and the Association shall agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve or shall submit said grievance to an umpire previously selected by the parties. If the parties are unable to agree upon an arbitrator or to obtain a commitment within the specified period of time, the Committee and the Association shall select an arbitrator based upon the principles found in Rule 12 of the American Arbitration Association. The parties shall determine by lot which of the parties shall strike the first name on the list received and the name remaining after each has eliminated two (2) shall be the

arbitrator.

The arbitrator selected shall confer with the representatives of the Committee and the Association and hold hearings promptly. Further, the arbitrator shall render their award and the reasons therefore, in writing, not later than thirty (30) days from the close of the hearings or, if oral hearings have been waived, then from the date the final statement and briefs are submitted to them.

The arbitrator shall be without power or authority to make any decision which requires the commission of an act prohibited by law or which is violative of the terms of this Agreement, or which exceeds the submission of the grievance to them. The decision of the arbitrator shall be final and binding on all the parties to the arbitration.

The cost of the services of the arbitrator, including per diem expenses, if any, actual and necessary travel expenses and subsistence expenses shall be borne equally by the Committee and the Association.

#### **ARTICLE VI: MEMBER DAYS AND WORK YEAR**

Section A. The Work Year shall begin on July 1 and end on June 30 each year.

Section B. The number of days in the work year for the different categories of Members shall be:

1. The work year for the following positions shall be 221 days:

- a) Director Career and Technical Education (CTE)
- b) Director of Athletics
- c) Director of Curriculum
- d) Director of Health Services

2. The work year for the following positions shall be 211 days:

- a) Dean
- b) Assistant Principal (all levels)
- c) Director of Alternative High School

3. The work year for the following positions shall be 200 days:

- a) Department Heads
- b) CTE Childcare Center Manager.
- c) Coordinators

d) Assistant Curriculum Directors

4. The work year shall include the days of required attendance for Members and three (3) days to attend the summer retreat.
5. Workdays beyond the work year of a Member shall be voluntary and shall be compensated on a per diem basis to a maximum of ten (10) additional days per work year subject to the prior approval of the Superintendent.
6. In order to assure adequate Member coverage, additional workdays beyond the Unit A school year must be submitted for approval to the Member's supervisor or Superintendent no later than September 30th of each contractual year.
7. The Member shall receive a finalized work calendar no later than October 31st of each contractual year.
8. There shall be a half day paid leave on the Wednesday before Thanksgiving for all Members covered by this agreement.
9. The workday shall usually be the Member workday plus any such additional time as is necessary to perform properly the duties of the respective position to the satisfaction of the Superintendent.

Section C. Optional Teaching Assignment.

1. Department Heads and Director of Curriculum whose work year is 200 days may be assigned to teach up to two (2) class periods per day, with the understanding that the preference is that Department Heads and Director of Curriculum are typically scheduled to teach one (1) class period per day.
2. Department Heads and Assistant Curriculum Directors may initiate the process to volunteer to teach more than two classes a day provided that they are compensated at the current Unit A CBA rate. (Unit A–Appendix A,2,c,–“classroom coverage resulting in loss of preparation period”).
3. The School Committee and the Association acknowledge that the Assistant Principal's duty is regarding student safety, student discipline and student attendance of the building and that their energies shall be directed and utilized to this end. In rare instances, it is understood that Assistant Principals may need to provide class coverage for which they shall be compensated at the current Unit A CBA rate for any coverage period greater than thirty (30) minutes. (Unit A–Appendix A, 2, c – “classroom coverage resulting in loss of preparation period”).

Section D. Special Education Staff.

1. All Members who are required to draft Individualized Education Plans; conduct special education evaluations, or attend 504/IEP Team meetings, may make arrangements, as needed, with the approval of their building principal, to accomplish these essential tasks during the school day by

making other arrangements with the principal.

#### **ARTICLE VII: ADMINISTRATORS' EMPLOYMENT**

- Section A. Upon appointment, a Members shall be given a formal letter of appointment stating the position to which they shall be assigned, including the step on the salary schedule where they shall be placed and the salary amount for that step
- Section B. No later than May 15th of each work year, Members shall be notified, in writing, of their anticipated assignment for the following work year.

#### **ARTICLE VIII: VACANCIES AND PROMOTIONS**

- Section A. Notice
- a. When a vacancy in an administrative or supervisory position occurs, notification shall be sent via electronic means as far in advance as possible at all Members.
  - b. The notification shall include the qualifications for the position and its duties
  - c. All vacancies shall be posted by electronic means for a minimum of fifteen (15) days to ensure that existing employees have adequate opportunities to review the job posting and apply.
- Section B. All qualified Members shall be given opportunity to apply for such positions, and the Superintendent or designee agrees to give due weight to the professional background and attainments of all applicants, the length of time each has been in the school system, the quality of performance and other personal and professional factors relevant to the position.
- Section C. Appointments shall be made without regard to race, creed, color, religion, national origin, sex, gender identity, sexual orientation, marital status, or age.
- Section D. Any vacancy filled on an interim basis shall be compensated at a per diem rate of the position.
- Section E. A letter of recognition for such interim appointments shall be placed in the personnel file of such temporary appointees.

#### **ARTICLE IX: DUES DEDUCTION**

So long as agency fee remains unconstitutional, the provisions below related to agency fee shall be null and void.

- Section A: The Committee agrees to deduct from the salaries of Members, dues for the Weymouth Educators' Association, the Norfolk County Teachers' Association, the Massachusetts Teachers' Association and the National Education Association and to transmit the monies promptly to the Association. There shall be twenty-one (21) substantially equal payments commencing in September. Thirty (30) days prior to

the first deduction, the Association shall provide the Committee with a list of those Members who have voluntarily authorized the Committee to deduct dues for the organizations listed above. Member authorization shall be in writing in the form set.

"DUES AUTHORIZATION CARD"

NAME.....

ADDRESS.....

I hereby request and authorize the Weymouth School Committee to deduct from my earnings and transmit to the Weymouth Educators' Association: the Weymouth Educators' Association, the Norfolk County Teachers' Association, the Massachusetts Teachers' Association, and the National Education Association dues in the amount sufficient to provide for the regular payment of the membership dues as certified by such Association in twenty-one (21) equal payments prior to June 30. I understand that the Committee shall discontinue such deductions for any school year only if I notify the Committee in writing to do so not later than sixty (60) days prior to the commencement of the school year. I hereby waive all rights and claim for said monies so deducted and transmitted in accordance with this authorization, and relieve the Committee and its officers from any liability therefore.

DATE..... ADMINISTRATOR'S SIGNATURE.....

Section B: Any time any of the Associations in Section A shall change the rate of its membership dues and/or its membership categories or classifications, the Association shall give the Committee thirty (30) days written notice prior to the effective date of such change. The agency fee shall be deducted from the salary of any Member who signs a written authorization to that effect in accordance with the provisions of Chapter 180, Section 17G of the General Laws and transmitted directly to the Treasurer of the Association.

Section C: Any Member who is not a member of the Association in good standing shall as a condition of continued employment pay as an agency fee to the Association an amount equal to membership dues payable to the Association, the Massachusetts Teachers' Association and the National Education Association; provided, however, that the Member may authorize payroll deduction for such agency fee in the same manner as provided in Section A of this Article. Any Member hired subsequent to the execution of this Agreement who is not a member in good standing or who does not make application for membership in the Association within 30 days following commencement of employment, shall as a condition of continued employment pay said agency fee. In the event that a Member shall not pay such a fee directly to the Association, or authorize payment through payroll deductions, as provided in Section A, the Committee shall immediately cause the termination of employment of such Member. The parties expressly recognize that the failure of any Member to comply with the provisions of this Article is just and reasonable cause for discharge from employment.

## ARTICLE X: TEMPORARY LEAVES OF ABSENCE

Section A: Members shall be entitled to the following temporary leaves of absence with pay each work year:

1. Bereavement Leave

- a. Five (5) days leave shall be granted without loss of pay because of death in the immediate family.
- b. Immediate family shall include: mother, father, stepmother, stepfather, foster parent, brother, sister, stepbrother, stepsister, stepchild, husband, wife, child, foster child, father-in-law, mother-in-law, domestic partner or grandchild.
- c. Three (3) days leave shall be granted without loss of pay because of death of an employee's grandparents, brother-in-law, sister-in-law, son-in-law and daughter-in-law.
- d. One-day leave of absence shall be granted without loss of pay for the death of the employee's uncle, aunt, niece or nephew.
- e. Bereavement leave must be taken within one year of the loss of the immediate family member. The one-year time frame may be extended upon request and at the discretion of the Superintendent.
- f. Each Party agrees that in the event that the School Committee amends its policy regarding bereavement leave, including the definition of "immediate family" this Agreement shall be reopened for the limited purpose of negotiating about such change in policy.

2. Personal Business Leave:

- a. Members shall have three (3) days of personal business leave per school year.
- b. The purpose of personal business leave shall be to conduct personal business that cannot reasonably be conducted outside of the workday.
- c. The first personal leave day shall be granted without any requirement on the part of the Member to give a reason for taking said day. The Member must submit, in writing, the reason for the second personal day.
- d. The Superintendent may grant additional days of personal business leave upon specific request on a case-by-case basis. Members applying for such additional days must submit, in writing, the reason for the additional days.
- e. Requests should not be made for absences on days preceding or following school vacations.
  1. All Members should be on duty on these days unless ill or absent because of a death in the family, or for personal business, the purpose

for which has been stated to the Superintendent and which they deem impossible to conduct at another time.

2. For the purposes of this Article, school vacations shall mean the Thanksgiving, Christmas, Winter and Spring school vacation periods.

f. With the prior approval of the Superintendent, Members may attend school conferences, conventions and visiting days without a deduction in pay.

3. Military Leave

a. Any Member who goes on required short-term military leave shall be paid the difference between their military pay and their regular pay.

b. Members on short-term military leave shall have their seniority for time in the district.

c. Members on short-term military leave shall be guaranteed to return to their same or similar assignment upon return from such leave with no loss of time for the purposes of calculating step movement and longevity pay.

4. Association Leave

a. Eight (8) days shall be granted for use by the Association as determined by the President.

b. The Association shall reimburse the Committee for each such day at the substitute Administrator rate of pay in the event a substitute Administrator is employed.

5. Judicial Leave

a. A Member who is required by subpoena or other formal notification to attend a state or federal agency or court hearing arising from job related matters shall be released for the day without loss of pay or benefits.

b. A Member who is required to attend a criminal court hearing involving criminal charges against the Member arising from job-related matters shall be released for the day with pay at the discretion of the Superintendent.

c. In the event the Member is fully exonerated of the charges against them (that is, found not guilty, a court dismisses the charges, the district attorney's office files *nolle pro sequi*, or no criminal complaint is issued) the Member shall be made whole for each day of work missed related to subsection 5.b above.

6. Religious Leave

a. Members shall be permitted to be absent from their assignments, with pay, for the purpose of observing a religious holy day which occurs while school is in session.

- b. Religious holy days are those days in which the tenets of one's religion obligate abstention from work or where religious observance necessarily conflicts with the school day.
- c. Members shall notify their building principal in writing seventy-two (72) hours in advance of the religious holy day.

Section B. Excused absences other than those listed in Section A above shall require the authorization in advance of the Superintendent.

Section C. Leaves taken pursuant to this Article shall be in addition to any sick leave to which a Member is entitled.

#### **ARTICLE XI: EXTENDED LEAVES OF ABSENCE**

The provisions of this Article are applicable to Members with at least three (3) years' experience.

Section A. The Committee agrees that one (1) Member designated by the Association shall, upon request, be granted a leave of absence for no less than one (1) year and no more than two (2) years without pay or with pay reimbursed for the purpose of serving in an Association's national or state elective constitutional office. Upon return from such leave, a Member shall be considered as if they were actually employed by the Committee during the leave and shall be placed on the Salary Schedule at the level they would have achieved if they had not been absent.

Section B. A leave of absence, without pay, of up to two (2) years shall be granted up to three (3) Members per school for the purpose of joining the Action program or serving as an administrator in an exchange system approved by the Superintendent and provided further said Member is a full-time participant in either of the afore-described programs. Upon return from such leave, a Member shall be considered as if (s)he were actively employed by the Committee during the leave and shall be placed on the Salary Schedule at the level they would have achieved if they had not been absent on said leave.

Section C. A leave taken pursuant to this section shall commence only at the commencement of a school year; and a Member returning to the school system shall return only at the commencement of the school year. The Superintendent may waive these restrictions aforementioned.

Section D. It is agreed that if a Member who takes a leave of absence pursuant to this section does not return at the end of two years, said Member shall be presumed to have resigned from the Weymouth School System.

Section E. Military leave shall be granted to any Member who is inducted or enlists to satisfy induction requirements in any branch of the armed forces of the United States. Upon return from such leave, a Member shall be placed on the Salary Schedule at the level which they would have achieved had e remained actively employed in the system during the period of their absence up to a maximum of three (3) years.

Section F. Parental Leave.

1. Subsequent to the third month following the initial date of entry into employment, a Member who so requests it shall be granted a leave without pay for reasons of childbearing. Said leave shall not exceed eight (8) weeks. Said request must be made two weeks in advance of the commencement of the leave and must include notice of intent to return.
2. Said Member shall be entitled to the provisions of Article XIV of this Agreement for any period of physical disability due to the pregnancy and/or birth upon written certification of said physical disability by the Member's attending physician. FMLA shall run concurrently.
3. Said Member shall, as soon as practical, submit a medical certificate from the attending physician which shall include:
  - a. The last date on which the Member shall be physically able to perform the normal duties of the position.
  - b. The anticipated delivery date.
4. Members shall be entitled to leave without pay or increment for a period not exceeding two (2) years for reasons of child rearing. Notice of intent to return from said leave must be given by April 1 of the year in which the Member intends to return and said return shall be at the beginning of the school year. In determining the placement on the salary schedule of a Member who returns from a child rearing leave, credit for a full year of teaching shall be given for the work year during which the leave began if the Member taught at least ninety-three (93) days during said school year. A Member who has not taught at least this number of school days shall remain on the step on the Salary Schedule held prior to the commencement of the leave.

Section G. The Member shall be restored as soon as practicable to the position held when the leave began or to a substantially equivalent position.

Section H. A leave of absence without pay or increment of up to one (1) year shall be granted for the purpose of caring for a sick member of the Member's immediate family, where such Member's personal attendance is required. Additional leave may be granted at the discretion of the Committee. (Immediate family for the purpose of this Section shall mean mother, father, foster parent, stepmother, stepfather, brother, sister, stepsister, stepbrother, husband, wife, child, or foster child).

Section I. The Committee shall grant a leave of absence without pay or increment to any Member to serve in an elected public office for no more than six (6) years.

Section G. After five (5) years continuous employment in the Weymouth School System, a Member may be granted a leave of absence without pay or increment for up to one (1) year for personal health reasons. Requests for such leave shall be supported by appropriate medical evidence.

Section H. Any Member whose personal illness extends beyond the period covered by sick

leave may be granted a leave of absence without pay or increment for such time as is necessary for complete recovery from such illness. Requests for such leave shall be supported by appropriate medical evidence.

- Section I. Other leaves of absence without pay may be granted by the Committee.
- Section J. All benefits to which a Member was entitled at the time their leave of absence commenced shall be restored to them upon their return, and shall be assigned to the same position which they held at the time said leave commenced, or, if not, to a substantially equivalent position, if available.
- Section K. All requests for extensions or renewals of leaves shall be applied for before April 1 of each school year, in writing and if granted, such extension or renewal shall be in writing.
- Section L. In the event of a leave taken pursuant to this Article being granted to a Member during the course of a school year said Member shall be granted and take the leave for the remaining portion of the school year and shall not return, at least until the commencement of the next school year unless said requirement is specifically waived by the Superintendent.
- Section M. A leave of absence without pay or increment of one (1) school year shall be granted to any member for the purpose of exploring a career change. Application for such leave must be submitted on or before April 15 of the school year immediately preceding the September 1 effective date of such leave.
- Section N. It is the policy of the Town of Weymouth to grant up to 12 weeks of family and medical leave during any 12-month period to eligible employees in accordance with the Family and Medical Leave Act of 1993 (FMLA). The leave may be paid, unpaid or a combination of paid/unpaid leave as authorized by the Weymouth School Department and in conformance with this collective bargaining agreement. In the event that an employee is granted the use of paid sick leave by the Weymouth School Department, upon exhausting all sick leave, the employee may seek similar authorization to use paid personal days. Upon exhausting personal days, any remaining days taken as FMLA would be unpaid. Use of accrued sick time, personal time, or both, during FMLA leave shall run concurrently with FMLA. The FMLA process can be initiated by either the employee or the employer. When the employer determines that an employee may qualify for FMLA leave, the employer shall provide written notice to the employee of their rights and responsibilities under FMLA. Further information may be requested by the WPS Human Resources Department.

#### **ARTICLE XII: SABBATICAL LEAVES OF ABSENCE**

Upon recommendation of the Superintendent of Schools and with the endorsement of both the building principal and of the applicant, one-year sabbatical leaves of absence shall be granted for study or travel to members subject to the following conditions:

1. In any given school year there shall be no more than two (2) Members approved for Sabbatical Leaves of Absence.

2. Such leaves must be filed in writing on or before April 1 if they are to become effective in July of that year.
3. Action by the Committee shall be taken on such leaves by April 15 in the calendar year in which they are to become effective.
4. Such leaves shall be granted only to members of the professional staff who have served in the Weymouth School System for six (6) years or longer. A second or third such leave shall not be authorized unless and until one shall have re-established eligibility by serving another period of six (6) years.
5. Members on sabbatical leave shall receive half pay.
6. A Member on sabbatical leave shall return to regular service in the Weymouth School System at the expiration of the leave for a period equal to twice the length of the leave.
7. A Member's tenure, regular salary increments, and status shall not be impaired by a sabbatical leave.

### **ARTICLE XIII: MEMBER EVALUATION**

- Section A. All monitoring or observation of the work performance of a Member shall be conducted openly and with the full knowledge of the Member.
- Section B. The use of the public address system or any other audio system shall be strictly prohibited as an evaluation device.
- Section C. Members shall be given a copy of any formal evaluation report prepared by their superiors and shall have the right to discuss such a report with their superiors.
- Section D. The policy, procedure and instrument for the evaluation of Members are attached hereto as Appendix B.
- Section E. The Committee and the Association agree to form an Evaluation Subcommittee which shall meet to determine which indicators from the DESE Rubric shall be used for evaluation purposes. Such subcommittee shall be composed of equal number representatives from the Association and the Committee.
- Section F. Upon written request given 24 hours in advance, the Superintendent of Schools shall make available the personnel file of a Member to said Member and they shall be permitted to make copies of said personnel file. A Member shall be entitled to have an appropriate representative of the Association accompany them during such interview.
- Section G. No material derogatory to a Member's conduct, service, character or personality shall be placed in their personnel file unless the Member has had an opportunity to review such material. The Member shall acknowledge that they have had the opportunity to review such material by affixing their signature to the copy to be filed with the express understanding that such signature in no way indicates Agreement with the contents thereof. The Member shall also have the right to submit a written

answer to such material and their answer shall be reviewed by the Superintendent and attached to the file copy.

Section H. Any complaints regarding a Member which form the basis for an adverse entry in the personnel file made to any member of the administration by any parent, student or other person shall be promptly called to the attention of the Member, and, if determined to be meritorious by the Superintendent, shall be placed in the Member's personnel file. The Member shall be allowed to place a statement which shall be attached to the complaint in their file and/or retains the right to challenge such judgment under Section D of this Article. In the event that the Superintendent is unable to determine that the complaint is meritorious, the complaint shall be placed, with the Member's statement if they so choose, in a special file and may be accessed only if a similar complaint is made against the Member during the next three (3) years. If no similar complaint is made, at the end of said three (3) year period, any and all copies of any and all documents related to the matter in the special-file shall be destroyed.

Section I. No Member shall be disciplined, reprimanded, reduced in compensation, suspended, discharged, or deprived of any rights or benefits provided for in this Agreement without just cause. It is agreed, however, that in matters involving the decision of the Superintendent not to re-employ a Member who has not obtained professional Member status in the Weymouth Public Schools, such decision shall not be replaced by that of an arbitrator acting under the procedures cited in Article IV of this Agreement.

Section J. All material added to the personnel files shall be date stamped. Upon the addition of material to personnel files, notice shall be provided to employees.

Section K. The Athletic Director shall be required to evaluate each head coach once per season using the attached evaluation instrument.

#### **ARTICLE XIV: SICK LEAVE**

Section A. Sick Leave:

1. All full time Members shall receive sick leave with full pay up to fifteen (15) working days in each school year while they are serving as a full-time Member of the District. The yearly allotment of sick leave for Members working part-time shall be pro-rated. Days are credited on the first full Member workday of each work year. Any Member may accumulate full paid sick leave from year to year, up to a maximum of two hundred and twenty (220) days. Members shall be notified of the extent of their accumulated sick leave no later than November 1st of the current school year.
2. A Member may utilize sick leave for absences due to their own personal illness, injury or disability. A Member may utilize any or all accrued sick leave less their annual one (1) day donation to the Sick Leave Bank for absences due to an immediate family members' illness (See Article X, H. for definition of "immediate family member"). In no case may the Sick Leave Bank be utilized for the care of immediate family members. Extensions beyond stated sick leave for family illnesses

may be allowed in exceptional circumstances at the discretion of the Superintendent of Schools or designee. Whether such extensions are paid or unpaid shall be at the discretion of the Superintendent.

3. A Member using sick leave for themselves or an immediate family member must submit a written statement from a medical doctor, physician's assistant, nurse practitioner, or licensed mental health professional affirming that personal ill health makes absence necessary when such absence extends beyond three (3) consecutive school days and every ten (10) consecutive school days thereafter.
4. A non-birth parent shall be entitled to up to five (5) days leave within sixty (60) days following the birth or adoption of a child. The leave may be paid and deducted from accumulated sick leave, but may not be paid from the sick leave bank. These five (5) sick days shall be over and above any family sick days as defined in Article XIII, Section A (2). Non-birth parents may also may take as many as eight (8) weeks of unpaid parental leave under the terms and conditions of the Massachusetts Parental Leave Act.

#### Section B. Sick Leave Bank

1. All employees shall be members of the Sick Leave Bank. At no time shall the total number of days in the Sick Leave Bank exceed 1,000. All members shall contribute one day annually. No member may be allowed to opt out of the Sick Leave Bank.
2. Sick Leave Bank days shall only be available after an employee has exhausted their entire personal sick leave, both annual and accumulated, and has supplied valid medical evidence.
3. No days may be withdrawn from the Sick Leave Bank for use for any illness other than prolonged illness or accident of the member of the Unit. Days may not be withdrawn to permit an individual to stay at home to care for a member of the family.
4. In cases where the Sick Leave Bank policies herein and the Agreement between the parties are in conflict, the provisions of the Agreement shall prevail.
5. Any days left over in the Sick Leave Bank at the end of any school year shall carry over to the next school year. When and if the number of accumulated days is lower than fifty (50), the Superintendent shall inform the President of the Association of the number of days needed in an additional assessment. The Association shall assess one additional day for as many employees as necessary. The method of assessment shall be determined by the Association.

#### Section C. Sick Leave Bank Regulations

1. Any eligible employee who seeks sick leave days from the Sick Leave Bank shall, by themselves or by another person authorize to act on their behalf, inform the Sick Leave Bank Committee in writing, setting forth:
  - a) The nature of the prolonged illness or accident causing the disability;

- b) An estimate of how long the disability shall continue during the year in which personal emergency leave is exhausted; and
  - c) An estimate of the number of days the employee seeks to withdraw from the Sick Leave Bank.
2. The employee's application shall be accompanied by a written statement from a physician with personal knowledge which shall corroborate the employee's statement of the nature and duration of the disability. The Sick Leave Bank Committee may request additional medical evidence and may elect to consult another physician.
  3. The Sick Leave Bank shall be administered by a Sick Leave Bank Committee composed of three (3) members designated by the Association and two (2) members designated by the Committee.
  4. The Sick Leave Bank shall determine the eligibility for members requesting leave from the Bank and the amount of leave granted.
  5. The Sick Leave Bank Committee, acting by a majority thereof, at its sole discretion, may award to any eligible member such number of days as it deems appropriate for the school year in which the applicant's personal emergency leave is exhausted. The initial grant, however, shall not exceed fifteen (15) days after which the employee may apply for additional days. Decisions of the Sick Leave Bank Committee shall be communicated, in writing, to the applicant, the Superintendent and the Association President.
  6. In making its award, the Sick Leave Bank Committee may consider the applicant's prior utilization of emergency leave and length of service in Weymouth Public Schools. Days shall not be granted for reasons other than prolonged illness or accident of an eligible employee.
  7. During and upon return from such leave as may be granted by the Sick Leave Bank Committee, the applicant shall be considered as if actively employed by the Committee during the leave and all rights and benefits to which the person is entitled shall be credited and available to them.

Section D. If a member retires pursuant to Massachusetts General Laws Chapter 32 after twenty (20) years of service to the Weymouth Public Schools, themselves or their estate, as the case may be, shall be paid for twenty (20%) percent of their total number of accumulated unused sick days at the member's per diem rate at the time the member leaves the school system to a maximum of four thousand (\$4,000.00) dollars.

**ARTICLE XV: NON-DISCRIMINATION**

Section A. The Committee and the Association agree that they shall not discriminate without regard to race, creed, color, religion, national origin, sex, gender identity, sexual orientation, marital status, or age.

Section B. Members shall be entitled to full rights of citizenship, and no religious or political activities of any Member or lack thereof shall be grounds for any discipline or

discrimination with respect to the professional employment of such Member.

#### **ARTICLE XVI: REDUCTION IN FORCE**

In the event it becomes necessary to reduce the number of employees included in the bargaining unit defined in Article I, the following shall be implemented:

**Section A. Definitions:**

1. Seniority: A Member's length of consecutive service in years, months and days in the position, as of the effective date of appointment to said position.
2. Qualified: Means that the Member has on file with the Committee evidence of certification required pursuant to Chapter 71, Section 38G of the Massachusetts General Laws.
3. Layoff: Means an unpaid leave of absence for a period of twenty-four (24) months commencing from and pursuant to a reduction in force.
4. Recall: Means the right to return to service during the twenty-four (24) month layoff period.

**Section B. Procedure:**

1. After the committee has determined the number of Members covered by this Agreement to be laid off, then it shall first determine which Member(s), if any, have performed in a less than competent manner based upon performance criteria found in the Member Evaluation Policy (Appendix B) and supported by evaluation(s) performed in accordance with said policy. The Superintendent shall notify such administrator in writing by certified mail at least forty-five (45) days prior to the first day of school for Members that they are to be laid off effective September 1 next following receipt of said notice. After having made any such determination regarding less than competent performance then Members shall be laid off in the inverse order of seniority on the separate seniority list which shall be established in the following positions areas:
  1. Assistant Principals
  2. Directors
  3. Assistant Directors
  4. Deans
  5. Coordinators
  6. Assistant Coordinators
  7. Department Heads

8. Managers
2. In the event of a tie in seniority (as above defined), it shall be resolved in the following manner:
  1. By seniority in the unit covered by the Memorandum of Agreement.
  2. By seniority in the school system.
  3. By lot.
3. In the event that a Member is laid off, they shall be placed in a teaching position for which they are qualified to fill and they shall fall back into Unit "A " (Teachers Bargaining Unit) in accordance with Article XVI, Sec. 6 of the Unit "A" Collective Bargaining Agreement.
4. When requested by the Association President, a seniority list that includes all Unit B position areas shall be made available within thirty calendar (30) days.

Section C. Recall.

1. When a Member is placed on layoff in accordance with the Article, said Member shall be placed on a recall list for a period of twenty-four (24) months from the effective date of layoff. If not recalled during said period, the Member shall be terminated from the position within the bargaining unit.
2. In the event that the Committee determines to re-establish the eliminated positions, then the Members who have been placed on layoff status from said available position and who are in recall status shall be notified by certified mail that such a position is available. The Member so notified shall within thirty (30) calendar days from the date of the receipt of the notice respond in writing by certified mail of their intention to accept or not accept said position. Upon the expiration of said thirty (30) days, if the superintendent has not been notified by said Member or if the Member has given notice of their intention not to accept said position, then, in such event, said administrator shall be considered to have given up all rights to recall.
3. The superintendent shall assign the most senior Member among those who filed a notice of intent in paragraph b. (above) to the available position.
4. Those Members who have complied with paragraph b. (above) and who have not been assigned in accordance with paragraph c. (above) shall continue on recall status.

**ARTICLE XVII: SALARIES**

Section A. The Basic Salary Schedules for Members covered by this Agreement are attached hereto as Appendix A.

Section B. Salary payments shall be made throughout the school year in twenty-six (26) substantially equal payments over the entire contract year.

Section C. Longevity

1. For Members hired to any position in the Weymouth Public Schools on or before 9/1/2009, the following longevity applies:
2. Members shall receive compensation in addition to that specified in Appendix A for their service in the Weymouth Public School System in accordance with the following provisions:

<u>Length of Continuous Service in the Weymouth Public Schools</u>	<u>Annual Amount of Longevity Pay</u>	
	FY25	FY26
After 15 years	\$1,545	\$1,584
After 20 years	\$2,429	\$2,490
After 30 years	\$3,091	\$3,168

3. Members who have had continuous years of service in this bargaining unit shall receive longevity payments as follows:

<u>Length of continuous service In Unit B</u>	<u>Annual Amount of Longevity Pay</u>
After 4 years	\$2,000
After 9 years	\$3,500

Said compensation shall be made in a lump-sum payment in June.

4. For Members hired to a Unit B position after 9/1/2009, regardless of previous service in the Weymouth Public Schools, the following longevity applies:

Members who have had continuous years of service in this bargaining unit shall receive longevity payments as follows:

<u>Length of continuous service In Unit B</u>	<u>Annual Amount of Longevity Pay</u>
After 4 years	\$2,000
After 9 years	\$3,500
After 20 years	\$4,050

Said compensation shall be made in a lump-sum payment in June.

Section D. Members shall be provided the pre-tax aspects of the so-called "Cafeteria Plan" for the Member contributions to the medical insurance plans.

Section E. All Members shall participate in direct deposit of their paychecks into the banking institution of their choice.

Section F. So long as any Assistant Principal should also perform the duties of Title I Coordinator, they shall be compensated on Category B pay scale at the step that they would have been on their previous pay scale.

**ARTICLE XVIII: ANNUITY PLAN**

Members shall be eligible to participate in a "tax sheltered" 403(b) Plan established pursuant to the Employee Retirement Income Security Act. 403(b) deductions shall be made on a semi-monthly basis.

**ARTICLE XIX: TRANSFER POLICY**

- Section A. All members of the bargaining unit are eligible to apply for transfer to any vacant position for which they are certified. All requests for transfer should be in writing and submitted to the Superintendent prior to April 15.
- Section B. When a reduction in the number of Members in a school or department is necessary, volunteers shall be transferred first. When involuntary transfers are necessary because of a reduction in the number of Members required, a Member's area of competence, major and/or minor fields of study, quality of teaching performance, and length of service in the Weymouth School System shall be considered. Any Member being transferred involuntarily shall be notified of the reasons for the transfer prior to August 15.
- Section C. In the case of an involuntary transfer, the Member involved shall be given the opportunity of a conference with the Superintendent and may be accompanied by a representative of the Association. Recourse to settle a disputed transfer would be sent to the Committee for a final determination.

**ARTICLE XX: PROFESSIONAL DEVELOPMENT**

- Section A: In-service training shall be held at the discretion of the Superintendent.
- Section B: Professional Development Account.
  - 1. A Professional Development Account in the amount of one thousand five hundred (\$1,500) dollars shall be established on September 1<sup>st</sup> of each work year by the Committee for each Member.
  - 2. The Professional Development Account may, with prior approval of the Superintendent, be used for Professional Development expenses such as training, reimbursement, membership(s) in professional association(s), conferences, seminars, and workshops.
  - 3. The Professional Development Account shall be fully funded annually and its use shall not be unreasonably denied.

**ARTICLE XXI: TECHNOLOGY**

- Section A. A PDF version of this Agreement shall be publicly accessible on the District website.

- Section B. Upon request, the District shall make best efforts to provide Members with two computer monitors to allow for cross-referencing and timely flow of work.
- Section C. Each member shall have access to appropriate technology to complete job functions.

#### **ARTICLE XXII: REIMBURSEMENT FOR COURSES**

- Section A. The Committee agrees to reimburse Members for the costs of all courses required by the Committee
- Section B. With prior approval from the Superintendent or their designee, Members shall have the right to be reimbursed for the cost of seminars and workshops that are directly connected to their job responsibilities, duties, and/or skill sets when such professional development occurs outside of the workday.
- Section C. Members shall be eligible for reimbursement to a maximum of the costs associated with taking a three (3) credit hour post-secondary level course at Bridgewater State University.
1. Reimbursement shall be paid to the Member following:
    - a. successful completion of coursework as evidenced by a grade of B (or its equivalent or better, subject to the limits of Section C.3 below.
    - b. receipt of payment for coursework, including but not limited to credit card statements or other acceptable proof of payment.
  2. To be eligible for reimbursement, coursework must be directly connected to the Member's job responsibilities, duties, and/or skill sets.
  3. Each fiscal year, there shall be five thousand dollars (\$5,000) available for the summer semester, five thousand dollars (\$5,000), available for the fall semester, two thousand dollars (\$2,000) available for winter semester, and five thousand dollars (\$5,000) available for the spring semester, for an annual budget of seventeen thousand dollars (\$17,000).
    - a. Any monies not used in the summer semester shall be rolled over to the fall semester, and from fall to winter and from the winter to the spring semester.
    - b. Any monies not used in the spring semester shall be used to reimburse members, if any, who applied for reimbursement earlier in the year and were denied due to lack of funds.
    - c. Reimbursement shall be provided on a first-come, first-served basis; however, Members who are making an application for their first course of the year shall be given preference over Members who are applying for a second or third course.

#### **ARTICLE XXIII: MEMBERS INDEMNIFICATION**

- Section A. The Committee shall grant any Member, who is absent because of a personal injury arising out of and during the course of their employment, sick leave in accordance

with Article XIII of this Agreement with no reduction in pay except those required by law.

Section B. The Committee shall provide the mandatory protection required by Chapter 258 of the General Laws of the Commonwealth of Massachusetts whenever any Member shall become eligible therefore under the provisions of said law.

#### ARTICLE XXIV: USE OF PRIVATE VEHICLES

Section A. Members may be required to use their personal vehicles in the course of performing their duties.

Section B. When Members have used their vehicles for work business, they shall report their mileage to their immediate supervisor or designee.

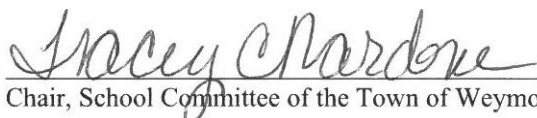
Section C. Reimbursement

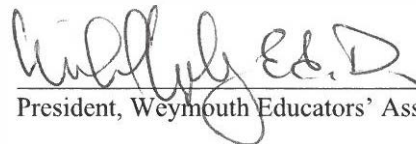
1. Members shall be reimbursed at the current IRS mileage rate.
2. Reimbursement shall be made within a reasonable time period of submission by the Member.

#### ARTICLE XXV: DURATION CLAUSE

This Agreement shall become effective beginning July 1, 2024, and shall remain in full force and effect through and including June 30, 2027. Either party to this Agreement may initiate negotiations for a successor Agreement to this Agreement to be effective beginning July 1, 2027, by tendering written notice to the other party on or after July 1, 2026.

IN WITNESS WHEREOF, the School Committee of the Town of Weymouth has caused this AGREEMENT, to be signed in its name and behalf by its Chair and the Weymouth Educators' Association has caused this AGREEMENT to be signed in its name and behalf by its President, this \_\_\_\_\_ day of October, 2024.

  
\_\_\_\_\_  
Chair, School Committee of the Town of Weymouth

  
\_\_\_\_\_  
President, Weymouth Educators' Association

**APPENDIX A I: SALARY SCHEDULE**

The parties agree that for FY 27, Unit B shall receive the same cost of living adjustment that is given to the Unit A members for FY 2027, and that moving forward the third year of the Unit B contract shall be the same cost of living increase that is negotiated for Unit A.

	<b>Dept Head, CTE Mgr.</b>			<b>Unit A comp adj @ 3%</b>
<b>Grid 1</b>	<b>Asst Curric. Dir, Coordinators</b>		<b>3% COLA</b>	<b>2.5% COLA</b>
<b>200 days/yr</b>	<b>STEP</b>		<b>FY25</b>	<b>FY26</b>
	<b>1</b>	<b>\$97,983.19</b>	<b>100,922.69</b>	<b>106,473.43</b>
	<b>2</b>	<b>\$99,452.93</b>	<b>102,436.52</b>	<b>108,070.53</b>
	<b>3</b>	<b>\$100,944.74</b>	<b>103,973.08</b>	<b>109,691.60</b>
	<b>4</b>	<b>\$102,458.91</b>	<b>105,532.68</b>	<b>111,336.97</b>
	<b>5</b>	<b>\$103,995.78</b>	<b>107,115.65</b>	<b>113,007.01</b>
	<b>6</b>	<b>\$105,555.72</b>	<b>108,722.39</b>	<b>114,702.12</b>
	<b>7</b>	<b>\$108,194.61</b>	<b>111,440.45</b>	<b>117,569.67</b>
	<b>8</b>	<b>\$110,899.48</b>	<b>114,226.46</b>	<b>120,508.92</b>
<b>Grid 2</b>	<b>Asst Principal, Dean*, Dir Alt HS</b>			<b>Unit A comp adj @ 3%</b>
<b>211 days/yr</b>			<b>3% COLA</b>	<b>2.5% COLA</b>
	<b>STEP</b>		<b>FY25</b>	<b>FY26</b>
	<b>1</b>	<b>\$104,056.72</b>	<b>107,178.42</b>	<b>113,073.23</b>
	<b>2</b>	<b>\$105,617.60</b>	<b>108,786.13</b>	<b>114,769.37</b>
	<b>3</b>	<b>\$107,201.86</b>	<b>110,417.92</b>	<b>116,490.90</b>
	<b>4</b>	<b>\$108,809.86</b>	<b>112,074.16</b>	<b>118,238.23</b>
	<b>5</b>	<b>\$110,442.02</b>	<b>113,755.28</b>	<b>120,011.82</b>
	<b>6</b>	<b>\$112,098.65</b>	<b>115,461.61</b>	<b>121,812.00</b>
	<b>7</b>	<b>\$114,901.11</b>	<b>118,348.14</b>	<b>124,857.29</b>
	<b>8</b>	<b>\$117,773.64</b>	<b>121,306.85</b>	<b>127,978.73</b>
	<b>*Deans shall receive a \$3,000 annual differential for additional workload; evening events</b>			
<b>Grid 3</b>	<b>Dir Ath., Dir Health</b>		<b>3% COLA</b>	<b>2.5% COLA</b>
<b>221 days/yr</b>	<b>STEP</b>		<b>FY25</b>	<b>FY26</b>
	<b>1</b>	<b>\$111,523.77</b>	<b>\$114,869.48</b>	<b>117,741.22</b>
	<b>2</b>	<b>\$113,196.62</b>	<b>\$116,592.52</b>	<b>119,507.33</b>
	<b>3</b>	<b>\$114,894.59</b>	<b>\$118,341.43</b>	<b>121,299.96</b>
	<b>4</b>	<b>\$116,618.00</b>	<b>\$120,116.54</b>	<b>123,119.45</b>

	5	\$118,367.26	\$121,918.28	124,966.23
	6	\$120,142.76	\$123,747.04	126,840.72
	7	\$123,146.33	\$126,840.72	130,011.74
	8	\$126,224.99	\$130,011.74	133,262.03
<b>Grid 4</b>	<b>Dir of CTE, Dir of Curr.</b>		<b>3% COLA</b>	<b>2.5% COLA</b>
<b>221 days/yr</b>	<b>STEP</b>		<b>FY25</b>	<b>FY26</b>
	1	\$114,003.96	117,424.08	120,359.68
	2	\$115,714.01	119,185.43	122,165.07
	3	\$117,449.74	120,973.23	123,997.56
	4	\$119,211.50	122,787.85	125,857.54
	5	\$120,999.67	124,629.66	127,745.40
	6	\$122,814.67	126,499.11	129,661.59
	7	\$125,885.04	129,661.59	132,903.13
	8	\$129,032.17	132,903.14	136,225.71
<b>Annual PHD Stipend \$3,500</b>				
<b>CTE Childcare 1x stipend of \$1,000 each year FY25, FY26 &amp; FY27</b>				

**APPENDIX A II a – COMPENSATION FOR COACHES\***

Unit B members can apply for positions in Unit A Appendix A.II.a. through Appendix A.II.d.

Should a Unit B member be approved or requested to keep score or sell tickets at athletic events by the Principal or their designee, they shall be eligible to submit time cards as other employees currently do now for sign off by the Principal.

The parties agree that for FY 27, Unit B shall receive the same cost of living adjustment for the following stipends that is given to the Unit A members for FY 2027, and that moving forward the third year of the Unit B contract shall be the same cost of living increase that is negotiated for Unit A.

	<b>POSITION</b>	24/25 (3%)	25/26 (2.5%)
1	Head Football	\$ 13,376	\$ 13,711
2	Faculty Manager	\$ 8,738	\$ 8,956
	Head Basketball (Boys and Girls)	\$ 8,737	\$ 8,956
	Head Hockey (Boys and Girls)	\$ 8,737	\$ 8,956
3	Assistant Football (4 Positions)	\$ 6,622	\$ 6,788
	Head Baseball	\$ 6,622	\$ 6,788
	Head Field Hockey (Boys and Girls)	\$ 6,622	\$ 6,788

	Head Indoor Track (Boys and Girls)	\$ 6,622	\$ 6,788
	Head Lacrosse (Boys and Girls)	\$ 6,622	\$ 6,788
	Head Outdoor Track (Boys and Girls)	\$ 6,622	\$ 6,788
	Head Soccer (Boys and Girls)	\$ 6,622	\$ 6,788
	Head Softball	\$ 6,622	\$ 6,788
	Head Wrestling (Boys and Girls)	\$ 6,622	\$ 6,788
4	Head Cross Country (Boys and Girls)	\$ 5,513	\$ 5,651
	Head Gymnastics (Boys and Girls)	\$ 5,513	\$ 5,651
	Unified Sports Coach	\$ 5,513	\$ 5,651
	Head Volleyball (Boys and Girls)	\$ 5,513	\$ 5,651
5	Freshman Football	\$ 4,157	\$ 4,261
	JV Basketball (Boys and Girls)	\$ 4,157	\$ 4,261
	JV Hockey (Boys and Girls)	\$ 4,157	\$ 4,261
6	Assistant Outdoor Track (Boys and Girls)	\$ 3,679	\$ 3,771
	Assistant Wrestling (Boys and Girls)	\$ 3,679	\$ 3,771
	Head Cheerleading (Per Season)	\$ 3,679	\$ 3,771
	Head Dance Team (Per Season)	\$ 3,679	\$ 3,771
	Head Golf (Boys and Girls)	\$ 3,679	\$ 3,771
	Head Swimming & Diving (Boys and Girls)	\$ 3,679	\$ 3,771
	Head Tennis (Boys and Girls)	\$ 3,679	\$ 3,771
	JV Baseball	\$ 3,679	\$ 3,771
	JV Field Hockey	\$ 3,679	\$ 3,771
	JV Lacrosse (Boys and Girls)	\$ 3,679	\$ 3,771
	Rugby	\$ 6,622	\$ 6,788
	JV Soccer (Boys and Girls)	\$ 3,679	\$ 3,771
	JV Softball	\$ 3,679	\$ 3,771
7	Assistant Freshman Football	\$ 3,316	\$ 3,399
	Assistant Gymnastics (Boys and Girls)	\$ 3,316	\$ 3,399
	Assistant Indoor Track (Boys and Girls)	\$ 3,316	\$ 3,399
	Freshman Baseball	\$ 3,316	\$ 3,399
	Freshman Basketball (Boys and Girls)	\$ 3,316	\$ 3,399
	Freshman Hockey (Boys and Girls)	\$ 3,316	\$ 3,399
	Freshman Lacrosse (Boys and Girls)	\$ 3,316	\$ 3,399
	Freshman Soccer (Boys and Girls)	\$ 3,316	\$ 3,399
	Freshman Softball	\$ 3,316	\$ 3,399
	Freshman Volleyball (Boys and Girls)	\$ 3,315	\$ 3,398
8	Strength and Conditioning (Per Season) (Summer S&C = Step 9)	\$ 2,896	\$ 2,968
9	Assistant Cross Country (Boys and Girls)	\$ 2,213	\$ 2,268
	Assistant Tennis (Boys and Girls)	\$ 2,213	\$ 2,268
	Summer Strength and Conditioning	\$ 2,213	\$ 2,268

	Middle School Basketball (Boys and Girls)	\$ 2,213	\$ 2,268
	Middle School Cross Country (Boys and Girls)	\$ 2,213	\$ 2,268
	Middle School Field Hockey	\$ 2,213	\$ 2,268
	Middle School Gymnastics (Boys and Girls)	\$ 2,213	\$ 2,268
	Middle School Strength and Conditioning	\$ 2,213	\$ 2,268
	Middle School Tennis (Boys and Girls)	\$ 2,213	\$ 2,268
	Middle School Strength and Conditioning	\$ 2,213	\$ 2,268
	Middle School Volleyball (Boys and Girls)	\$ 2,213	\$ 2,268
	Middle School Wrestling	\$ 2,213	\$ 2,268
10	Assistant Swimming (Boys and Girls)	\$ 1,832	\$ 1,878
	JV Dance Team (Per Season)	\$ 1,832	\$ 1,878
	JV Cheerleading (Per Season)	\$ 1,832	\$ 1,878
	JV Golf	\$ 1,832	\$ 1,877
11	Equipment Manager (Per Season)	\$ 1,385	\$ 1,420
	Laundry Person (Per Season)	\$1,385	\$ 1,420

\*All head coaches must be evaluated one time during their season by the Athletics Director using the District's evaluation instrument.

The Director of Athletics shall be eligible to coach at the discretion of the Superintendent of Schools each year.

#### APPENDIX A II b: EXTRA CURRICULAR ACTIVITIES

<b>High School</b>	24/25 (3%)	25/26 (2.5%)
Academic Decathlon	\$ 2,165	\$ 2,219
ADL Advisor	\$ 1,246	\$ 1,277
Amnesty International	\$ 1,246	\$ 1,277
AP Coordinator	\$ 4,985	\$ 5,110
Art Club	\$ 1,246	\$ 1,277
Assistant Band Director	\$ 1,500	\$ 1,538
Band Director	\$ 3,842	\$ 3,938
Best Buddies	\$ 1,246	\$ 1,277
Black Student Union	\$ 1,246	\$ 1,277
Board Games	\$ 1,246	\$ 1,277
Book Club	\$ 1,246	\$ 1,277
Chess Club	\$ 1,246	\$ 1,277
Color Guard Instructor	\$ 880	\$ 902
Computer Science Team	\$ 2,165	\$ 2,219

Creative Writing Club	\$ 1,246	\$ 1,277
Debate Team	\$ 2,905	\$ 2,978
DECA	\$ 2,905	\$ 2,978
Faculty Allies	\$ 1,246	\$ 1,277
FCCLA	\$ 1,345	\$ 1,378
Friends of ELL Club	\$ 1,246	\$ 1,277
Freshman Class Advisor	\$ 3,246	\$ 3,327
GSA Advisor	\$ 1,246	\$ 1,277
High School Quiz Team	\$ 1,246	\$ 1,277
Homework Hotspot	\$ 1,246	\$ 1,277
Human Rights Coalition	\$ 2,492	\$ 2,555
Junior Class Advisor	\$ 3,246	\$ 3,327
KPOP Club	\$ 1,246	\$ 1,277
Literary Magazine	\$ 2,751	\$ 2,819
Mathematics Team	\$ 2,905	\$ 2,978
Model UN Club	\$ 1,246	\$ 1,277
Multinational Club	\$ 1,246	\$ 1,277
National Honor Society	\$ 3,667	\$ 3,758
Newspaper	\$ 1,647	\$ 1,688
Peer Leaders	\$ 1,246	\$ 1,277
Robotics	\$ 2,193	\$ 2,248
Rotary Interact	\$ 1,246	\$ 1,277
SADD	\$ 1,246	\$ 1,277
Salsa Club	\$ 1,246	\$ 1,277
School Musical	\$ 3,018	\$ 3,094
Select Choir	\$ 1,246	\$ 1,277
Senior Class Advisor	\$ 4,492	\$ 4,604
Skills USA (VICA)	\$ 2,905	\$ 2,978
Sophomore Class Advisor	\$ 3,246	\$ 3,327
Step Dance Club	\$ 1,246	\$ 1,277
Student Citizenship Advisor	\$ 1,246	\$ 1,277
Student Senate Leaders	\$ 2,751	\$ 2,819
Theater Competition	\$ 1,647	\$ 1,688
TRI-M Honor Society	\$ 1,246	\$ 1,277
WCAT Advisor	\$ 1,246	\$ 1,277
WCAT Production	\$ 1,246	\$ 1,277
World Language Honor Society	\$ 1,246	\$ 1,277
Yearbook	\$ 4,942	\$ 5,066
Yearbook Art Advisor	\$ 3,571	\$ 3,660
Intermural Sports (Per Season) *	\$ 1,841	\$ 1,887
Special Interest Clubs (1 day per week) **	\$ 1,246	\$ 1,277
Special Interest Clubs (2 days per week) **	\$ 2,494	\$ 2,556
Special Interest Clubs (3 days per week) **	\$ 3,740	\$ 3,833

<b>Middle School</b>	24/25 (3.0%)	25/26 (2.5%)
Advisory	\$ 1,246	\$ 1,277
BOKs	\$ 3,740	\$ 3,834
Chess Club**	\$ 1,647	\$ 1,688
Chorus**	\$1,246	\$ 1,277
Diversity Club**	\$1,246	\$ 1,277
Drama Assistant (per production)	\$1,246	\$ 1,277
Drama Club*	\$1,246	\$ 1,277
Drama Director (per production)	\$ 1,647	\$ 1,688
Film	\$1,246	\$ 1,277
French Club**	\$1,246	\$ 1,277
Gaming (Video)	\$1,246	\$ 1,277
Garden Club**	\$1,246	\$ 1,277
Homework Club**	\$ 3,739	\$ 3,833
Intramural Basketball	\$ 1,246	\$ 1,277
Intramural Soccer	\$ 1,246	\$ 1,277
Intramural Sports (per season)	\$ 1,841	\$ 1,877
Investigations in Science**	\$ 1,246	\$ 1,277
Jazz and Stage Band**	\$ 1,246	\$ 1,277
Junior Honor Society	\$ 1,647	\$ 1,688
Math Counts Club**	\$ 1,246	\$ 1,277
Math Help	\$ 1,246	\$ 1,277
Math Lab**	\$ 1,246	\$ 1,277
Mindful Moments	\$ 1,246	\$ 1,277
Newspaper**	\$ 1,246	\$ 1,277
Open Computers	\$ 1,246	\$ 1,277
Outdoor Adventure Club**	\$ 1,246	\$ 1,277
Photography Club**	\$ 1,246	\$ 1,277
Poetry Club**	\$ 1,246	\$ 1,277
Robotics Club**	\$ 1,246	\$ 1,277
Roots and Shoots Club**	\$ 1,246	\$ 1,277
Science Club**	\$ 1,246	\$ 1,277
Spanish Club**	\$ 1,246	\$ 1,277
Student Council/Government**	\$ 1,246	\$ 1,277
Walking Club**	\$ 1,246	\$ 1,277
Web Publishing Club**	\$ 1,246	\$ 1,277
Wildcat Media Club**	\$ 1,246	\$ 1,277
7 <sup>th</sup> Grade Girls Club**	\$ 1,246	\$ 1,277
8 <sup>th</sup> Grade Girls Club**	\$ 1,246	\$ 1,277
Special Interest Clubs (1 day per week)	\$ 1,246	\$ 1,277
Special Interest Clubs (2 days per week)	\$ 2,494	\$ 2,557
Special Interest Clubs (3 days per week)	\$3,740	\$ 3,833

Student Council	\$1,647	\$ 1,688
Yearbook	\$ 1,246	\$ 1,277

**APPENDIX A II c – STIPENDS**

Title	24/25 (3%)	26/26 (2.5%)
Assessment Coordinator	\$ 4473	\$ 4,585
Capstone Advisor	\$ 1,269	\$ 1,301
Capstone Coordinator	\$ 1,931	\$ 1,979
Classroom Coverage Resulting in Loss of Preparation Period	\$30.00 per preparation period	\$30.00 per preparation period
Head Teachers	\$ 1,711	\$ 1, 754
Lead Teachers	\$ 4,473	\$ 4,585
Mentor Teachers (Per 1st year teacher mentee)	\$ 577	\$ 591
Science Fair Coordinator	\$ 624	\$ 640
Technology Liaison	\$ 883	\$ 905
<p>Capstone Chair shall receive a course reduction equivalent to one period per day without any loss in compensation.            *It is understood by the parties that this position may be held by individuals other than Bargaining Unit A members.            Teachers who agree to provide long-term substitute coverage for a class that results in a loss of preparation period shall receive forty-five dollars (\$45) per missed preparation period.</p>		

**APPENDIX A II d – COMPENSATION FOR DRIVER EDUCATION\***

23/24 (2.5%)	25/26 (2.5%)
\$20.55/hour	\$21.70/hour

\*Instructors in Driver Education shall receive the above-listed per hour compensation for on-the-road instruction beyond the length of the school day effective September 1, 2010.

## APPENDIX B: SPORT COACH OBSERVATION RUBRIC

 <b>WEYMOUTH</b> Public Schools <small>Strong Schools • Strong Community</small>	Sport Coach Observation Rubric
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<b>Coach Name:</b>		<b>Team:</b>		<b>Notes:</b>
<b>Number of athletes present:</b>		<b>Practice time:</b>	_____ : _____ AM/PM to _____ : _____ AM/PM	
<b>Number of coaching staff present:</b>		<b>Date:</b>		

Sport coaches must be formally evaluated at least two times during a season. Information gathered from informal observations may be used to complete this assessment.

Definition of scoring measures.

**IMPROVEMENT NEEDED:** Performance does not consistently meet expectations set by Weymouth Public Schools (as reflected in the benchmarks included in this instrument) in quality and/or quantity.

**MEETS EXPECTATIONS:** The quality and quantity of performance consistently matches expectations set by Weymouth Public Schools (as reflected in the benchmarks included in this instrument).

**EXCEEDS EXPECTATIONS:** The quality and quantity of performance consistently goes beyond expectations set by Weymouth Public Schools (as reflected in the benchmarks included in this instrument).

**Vision, Goals, and Standards:** Sport coaches have a clearly defined coaching philosophy and work with sport program directors to coordinate and implement the vision and goals for the program.

	Improvement Needed	Meets Expectations	Exceeds Expectations	Evidence Provided
Coach has developed, shared (with athletes and parents/guardians), and executed an athlete-centered coaching philosophy.				
Coach uses strategic planning and goal-setting principles to develop the vision and goals for the season.				
Coach creates written program and practice plans that are aligned with national, regional, local, and community policies, procedures, and best practices. Practice plans address the developmental needs of athletes.				

**Positive Relationships:** Sport coaches build positive relationships with stakeholders by developing competencies to effectively communicate, educate, support, and collaborate with all stakeholders associated with the sport program (e.g., administrators, assistant coaches, program volunteers, referees, athletes).

	Improvement Needed	Meets Expectations	Exceeds Expectations	Evidence Provided
Coach utilizes effective social-emotional, interpersonal, and communication skills.				
Coach demonstrates professionalism and nurtures positive interactions with all stakeholders.				

**Safe Sporting Environment:** Sport coaches seek to create an emotionally and physically safe sport environment by following the practices outlined by their sport organizations, coaching science practice, and state/federal laws.

	Improvement Needed	Meets Expectations	Exceeds Expectations	Evidence Provided
Coach creates a respectful and emotionally safe environment for all athletes to learn and compete.				
Coach works with program administrators to fulfill all legal responsibilities and risk-management procedures associated with coaching.				
Coach prevents injuries by instituting safe and proper training principles and procedures.				
Coach is aware of common injuries in sport and provides immediate and appropriate care within the scope of practice.				
Coach supports the decisions of sports medicine professionals to help facilitate a healthy return to play for athletes following an injury.				

## Sport Coach Observation Rubric

**Inclusive Sporting Environment:** Sport coaches develop practices to maximize positive outcomes for their athletes by building season plans that promote physical, psychological and social benefits for their athletes; encourage participation in sport; and facilitate long-term athlete development. Sport coaches also implement strategies to promote participation of all athletes within their communities.

	Improvement Needed	Meets Expectations	Exceeds Expectations	Evidence Provided
Coach implements a positive sport climate based on psychosocial and motivational principles that maximize the well-being and performance of the athlete and team.				
Coach builds inclusive practices into the program for all groups (e.g., race/ethnicity, gender/gender identity, religion, socioeconomic status, sexual orientation, etc.) which are aligned with legal and ethical guidelines.				
Coach understands the importance of providing athletes with disabilities the opportunity for meaningful participation in established sport programs and considers options for athletes who cannot participate in traditional sport opportunities.				

**Preparation for Practice and Competition:** Sport coaches draw upon relevant coaching science knowledge and sport-specific content knowledge to conduct quality sport practices and prepare athletes for competition. This process can be framed around how coaches plan, teach, assess, and adapt in practices and competition.

	Improvement Needed	Meets Expectations	Exceeds Expectations	Evidence Provided
Coach designs appropriate progressions for developing sport-specific skills based on best practices in motor learning, motor development, and biomechanical principles.				
Coach designs appropriate progressions for improving sport-specific physiological systems throughout all phases of the sport season using essential principles of exercise physiology and nutritional knowledge.				
When appropriate, coach plans practices based on appropriate competition strategies, tactics, and scouting methods.				
Coach incorporates mental skills into practices to enhance the athletes' performance and mental state, as well as to facilitate holistic athlete development.				
Coach has proficient knowledge in the skills, skill combinations and techniques, and competition strategies and tactics associated with the sport being coached.				
Coach develops an understanding of pedagogical strategies that can be applied in daily practices.				

**Continuous Improvement:** Sport coaches seek to continually improve coaching by participating in ongoing professional development, implementing reflective practice, and engaging in periodic evaluation of the program.

	Improvement Needed	Meets Expectations	Exceeds Expectations	Evidence Provided
Coach develops and practices skills of a reflective practitioner to identify areas of improvement within the coaching practice.				
Coach implements effective evaluation techniques for team performance in relation to established goals to reveal ways to improve the coaching practice from season to season.				
Coach improves the coaching practice through a variety of professional development activities (e.g., certifications commensurate with coaching context, conferences/workshops/courses, training, etc.).				

TOTAL (sum from pages 1 and 2):

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References: 1) National Standards for Sport and Physical Education (2006) Quality Coaches, Quality Sports: National Standards for Sport Coaches (2nd ed.). Reston, VA: Author. 2) National Standards for Sport Coaches by Core Responsibilities (2017). Shape America Society of Health and Physical Educators. Reston, VA: Author. 3) NAA Coach Evaluation Form (2014)